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Information Bulletin

Bulletin #: I2016-049
Date: August 30, 2016
To: District Administrators, Presidents, Technical Directors
CC: OSA Board of Directors, Staff
From: Tom Wilkinson, Manager of Information Systems
Subject: End of Service Notice for Email in Lotus Notes

The Ontario Soccer Association will be migrating away from Lotus Notes. At the present time it will be for email only. The current schedule will turn off Notes email before the end of September.

Notes will continue to be used for the Board of Directors Meeting database and some other ancillary databases until new systems are put in place to replace those databases.

Users will continue to have access to Notes using your existing user account (Firstname Lastname/OSA), however, Notes will no longer receive new email messages and will prevent you from creating new email messages after the migration.

OSA Staff and the OSA Executive Committee will be migrated to the new internal mail system.

All other users will be required to use an alternate email solution after Notes email has been discontinued.

Users of Lotus Notes email as their primary email address need to find an alternate solution for email by September 30, 2016.

Please contact [Tom Wilkinson](#) at the OSA Office if assistance in this process is needed. The OSA can provide additional information and/or recommendations on email solution providers that can meet your needs.

FAQ

Can I delete Lotus Notes from my computer?

No. Notes will continue to be used for the Board of Directors Meeting database until new systems are put in place to replace that database.



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Do I migrate too?

Users and groups other than the OSA Staff and OSA Executive Committee will not be moved to the new email platform

What does this mean for a typical Notes user?

You will no longer be able to send or receive email in Lotus Notes. Lotus Notes will continue to be used for the Board of Directors Meeting database.

For question or further details, please contact [Tom Wilkinson](#)