Resetting your Password using Outlook Web Access

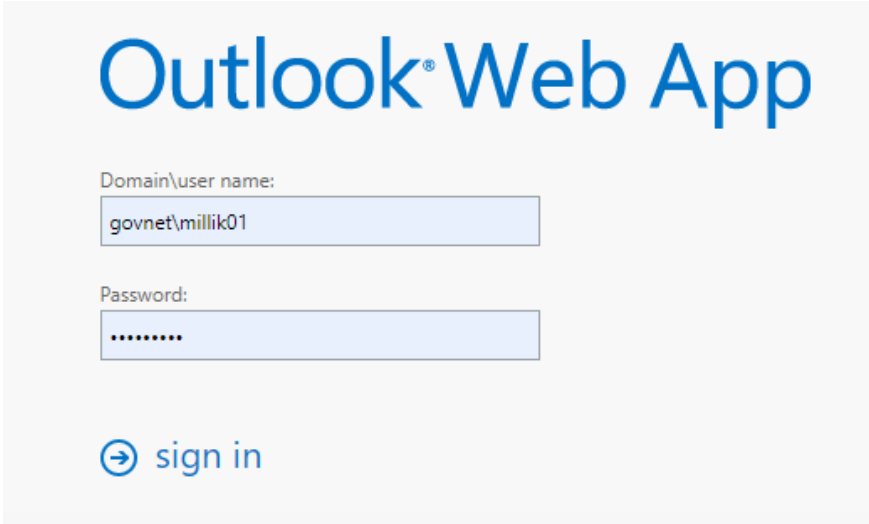**Logging in:**

To access Outlook Web Access (OWA) Open a web browser and type in the address below:

https://OWA.statenetmail.sa.gov.au/owa

The below window will then be displayed

Enter details below into the Domain and Password fields:

Govnet\Network user name e.g. millik01
Password = *current network password*
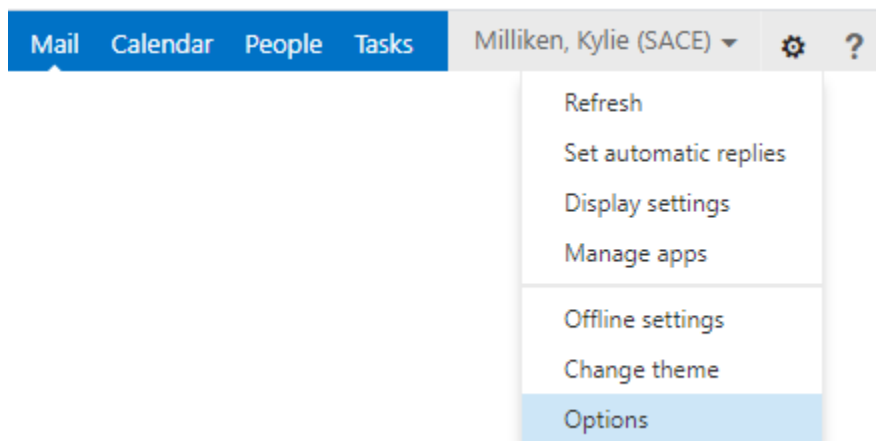
Then select 'Sign in'.
First time access will be prompted to select a time zone - select "Adelaide" for the time zone
This will then open up to show your mailbox.

Resetting your Password:

In the top right hand corner of the screen please select the settings icon highlighted below:

Next select 'Options' from the drop down

Then click on the 'Change your password' shortcut highlighted below

shortcuts to other things you can do

Set up an automatic reply message

Connect your mobile phone or device to your account

Connect Outlook to this account

Change your password

The following screen will then appear prompting you to enter your current password and then your new password and to confirm it again.

mail   calendar   regional   **password**

change password

Enter your current password, type a new password, and then type it again to confirm it.

After saving, you might need to re-enter your user name and password and sign in again. You'll be notified when your password has been changed successfully.

Domain\user name:	GOVNET\millik01
Current password:	
New password:	
Confirm new password:	

save

Select 'Save' and your password is now updated

Any issues please call the Service Desk on (08)81154777 or email at SACE.ServiceDesk@sa.gov.au