
NMCI Deployable Seat

Redirecting NMCI E-Mail Procedure

For



Prepared By



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1.0 Introduction

In preparation for the Marine Corps' transition to NMCI, MCTSSA has been tasked to perform a pilot implementation of an NMCI Seat in a deployed environment and document the procedure to accomplish this task. As a result of this requirement, MCTSSA has been tasked to produce an Email Redirection Procedure Document for distribution to the Fleet. This procedure will assist users with the process that is required in order to redirect NMCI email to a user's deployed email address.

1.1 NMCI CLIN 004AC Seat:

Pentium III 1 GHz Processor
256MB of RAM
Integrated Ethernet 10/100 Adapter
Integrated V.90 56K Dialup Adapter

1.2 NMCI Environment

Redirection of NMCI Email requires that a user access the deloyales2 webpage on the NMCI Network. The NMCI User must be connected to the NMCI Network directly or by Remote Access Service (RAS).

If you need further assistance call the NMCI Helpdesk (1-866-843-6624).

The following is a step-by-step guide for Redirecting NMCI Email.

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2.0 Redirecting NMCI E-Mail

Redirection of NMCI E-mail requires that the User that wishes to redirect their e-mail be able to access the NMCI Network.

Redirection is accomplished by one of 3 means:

- Calling the NMCI HelpDesk and requesting that E-Mail Redirection be started.
- Contact the Unit CTR for batch user Redirection.
- Accessing a secure NMCI website by logging into the server.

The process for redirecting e-mail using the NMCI website is described in detail on the following pages.

2.1 Launch Internet Explorer

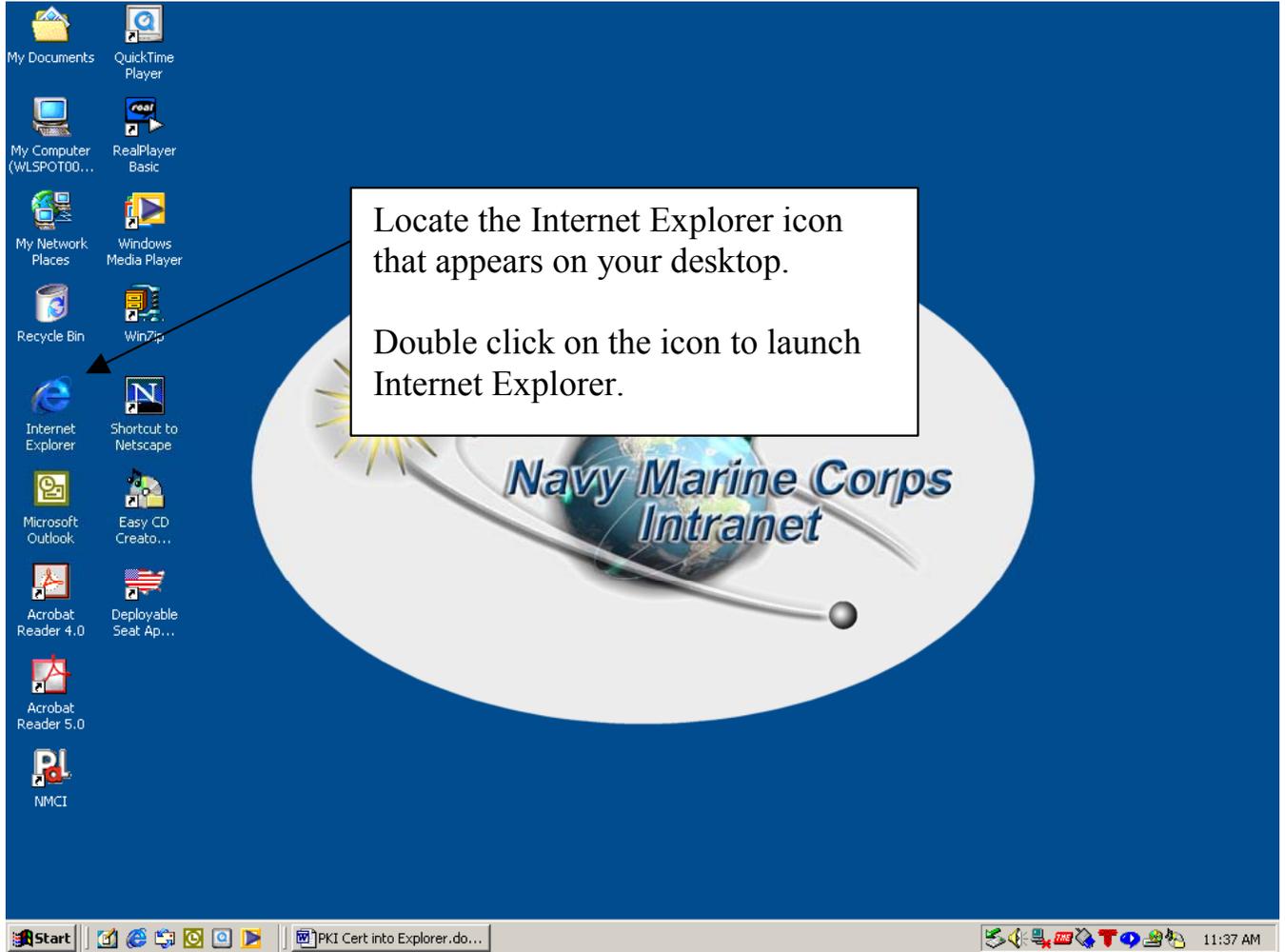


Figure 2.1-1

Load Internet Explorer by double-clicking on the icon as shown in Figure 2.1-1

2.2 Enter the URL of the Redirection Website

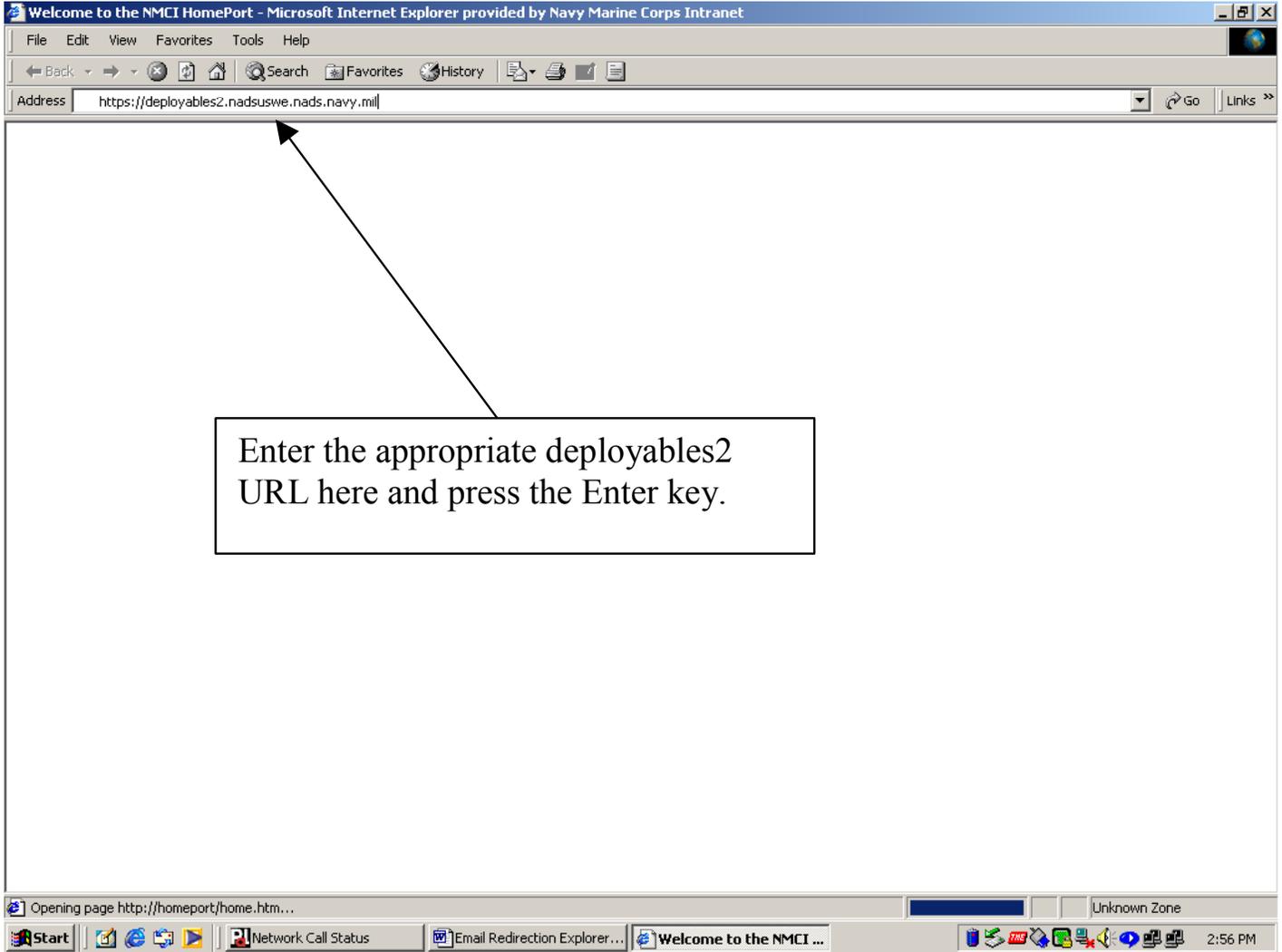


Figure 2.2-1

Enter the URL for E-Mail Redirection. In Figure 2.2-1 the URL that is shown is <https://deployables2.nadsuswe.nads.navy.mil> This URL is for users accounts that reside in the NADSUSWE domain.

There is also an East Coast site: <https://deployables2.nadsusea.nads.navy.mil> for users that have accounts in the NADSUSEA domain.

Consult the NMCI Helpdesk if you are unsure of which domain your account resides in.

Note that this is HTTPS and not HTTP.

2.3 Security Alert



Figure 2.3-1

The Security Alert window shown in Figure 2.3-1 will appear once the website connection is successfully attempted.

Click on the Yes button as shown in Figure 2.3-1

2.4 Enter Network Password

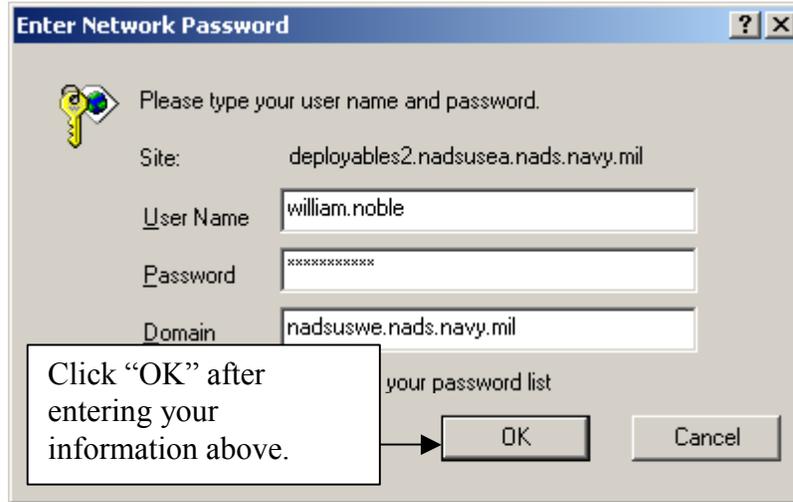


Figure 2.4-1

Enter your NMCI User Name, Password and Domain for authentication and click on the “OK” button as shown in Figure 2.4-1.

2.5 Enter your Redirection Email Alias

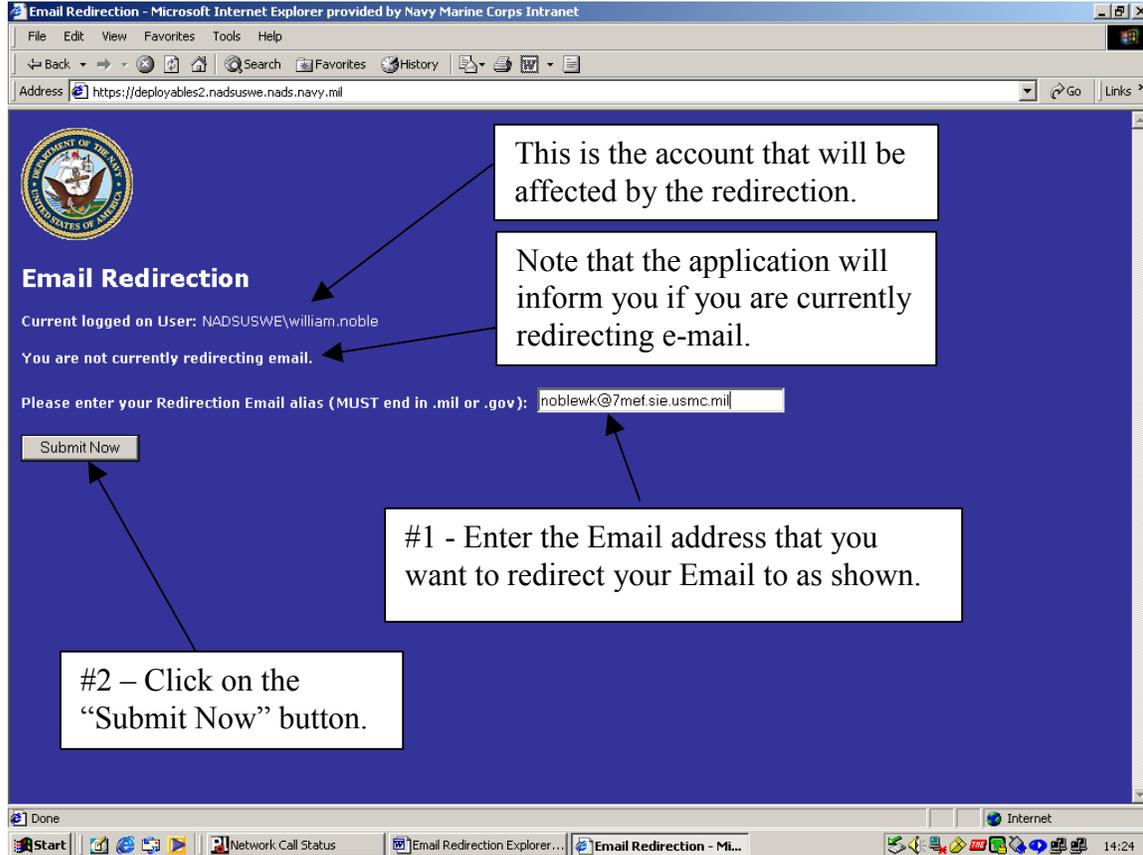


Figure 2.5-1

Enter the Email address that you would like your Email redirected to and then click the "Submit Now" button.

This Redirected address MUST end in either .mil or .gov

Note that the user name listed after "Current logged on User" is the account that will be redirected once you click on the "Submit Now" button.

2.5.1 Redirection Submitted

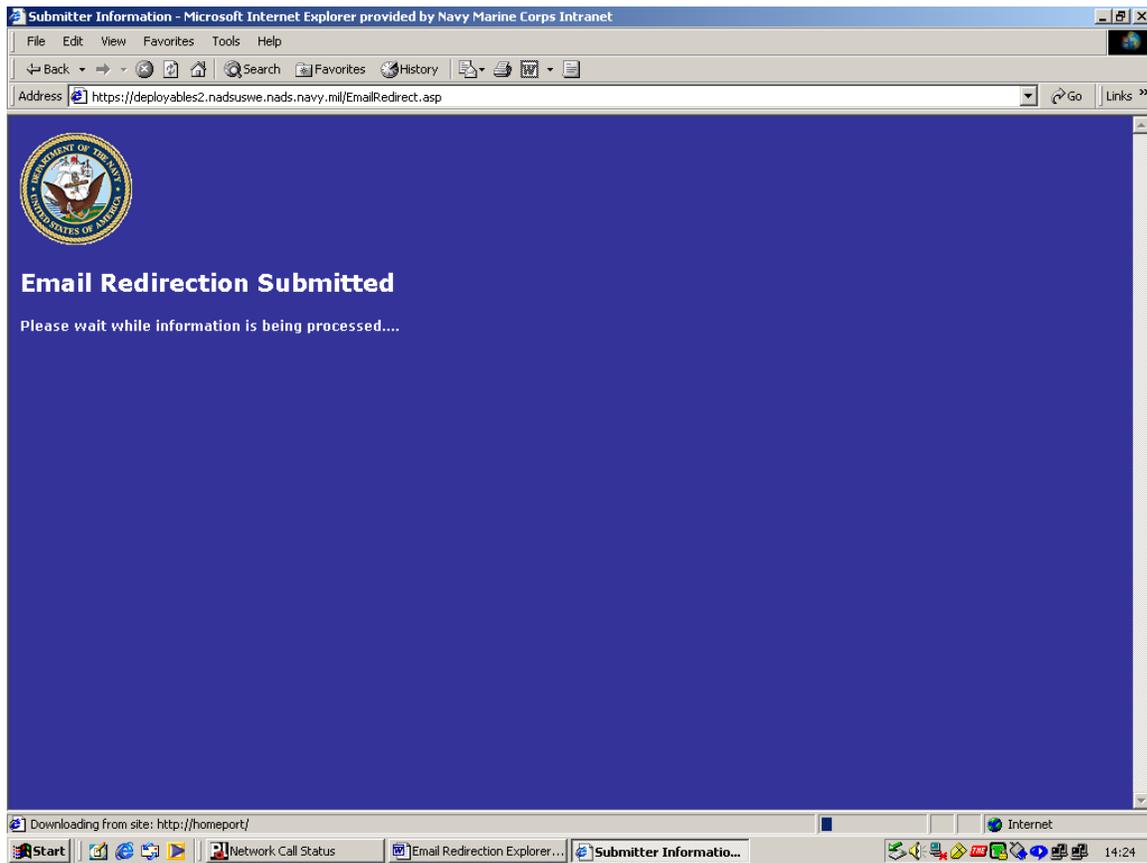


Figure 2.5-2

The screen shown in Figure 2.5-2 will be shown for a few moments after you clicked on the “Submit Now” button from Step 2.5, Figure 2.5-1

2.5.2 Mail Successfully Redirected

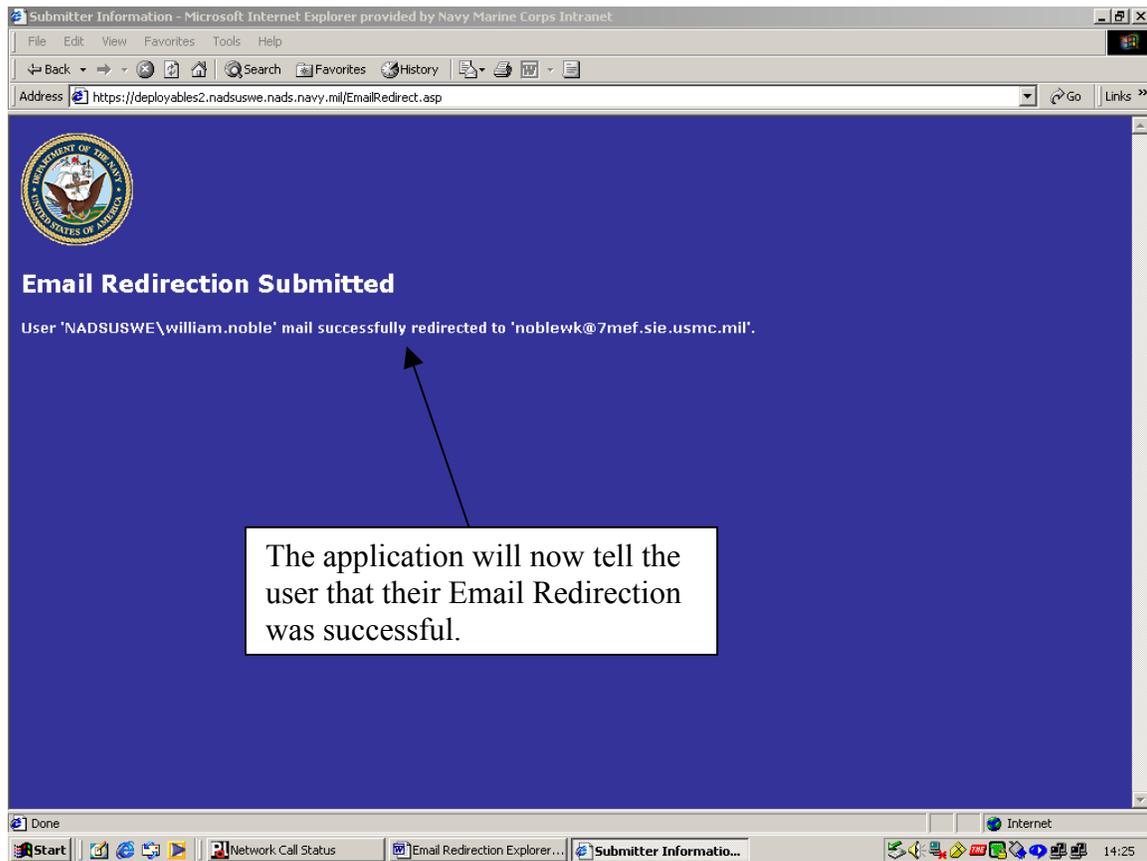


Figure 2.5-3

The screen shown in Figure 2.5-3 indicates that the User has successfully redirected their Email and shows the account that will immediately start receiving the redirected Email.

At this point Email Redirection is complete. Section 3.0 below is the procedure to modify or cancel the Email Redirection.

3.0 Modifying or Canceling Email Redirection

Once Email redirection has been initiated, the procedure to modify or cancel the redirection is virtually the same as the one used to initiate redirection. The following section describes the process to modify or cancel NMCI Email Redirection.

3.1 Access the Deployables2 Website

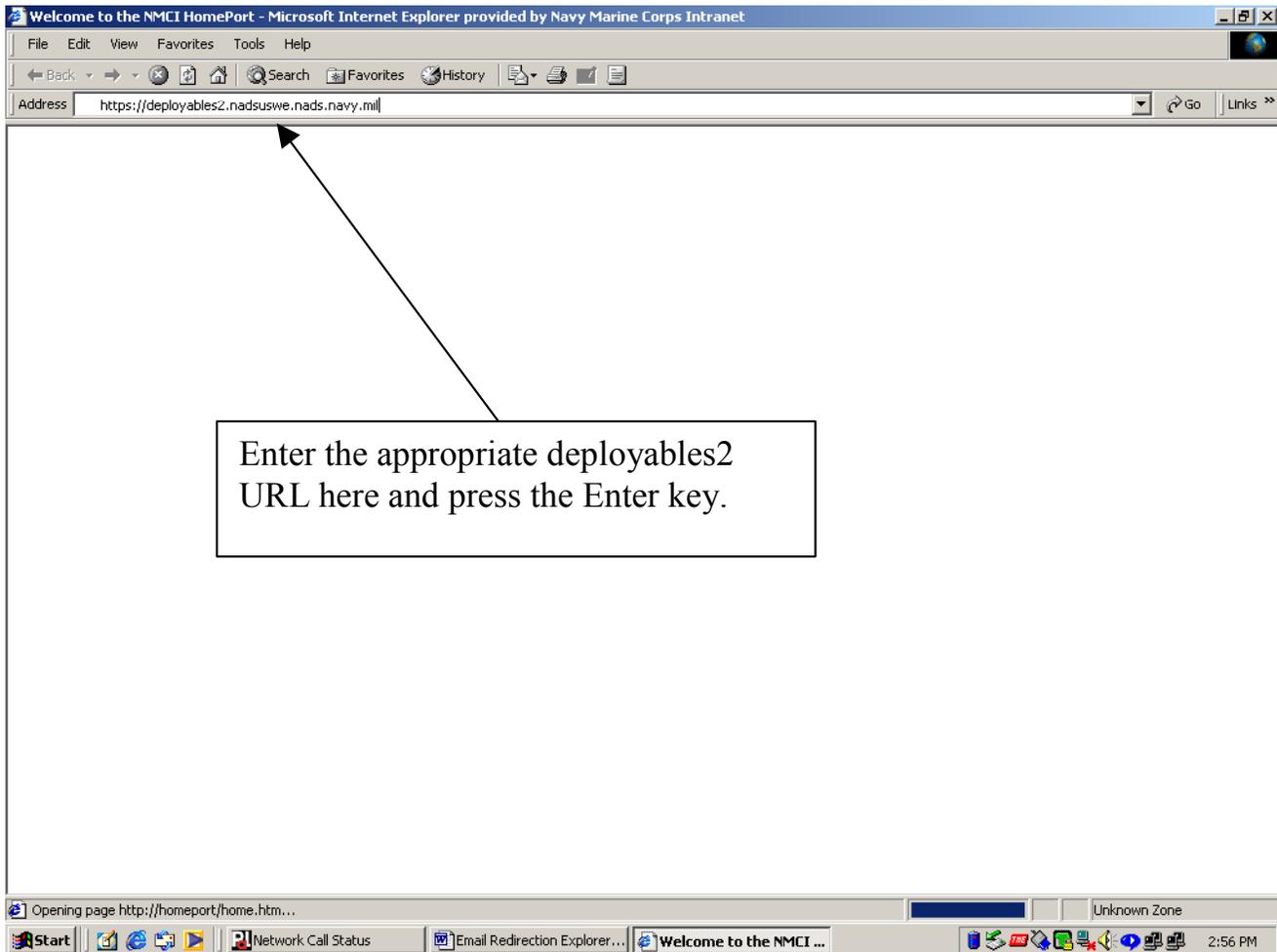


Figure 3.1-1

Enter the URL for E-Mail Redirection. In Figure 3.1-1 the URL that is shown is <https://deployables2.nadsuswe.nads.navy.mil> This URL is for users accounts that reside in the NADSUSWE domain.

There is also an East Coast site: <https://deployables2.nadsusea.nads.navy.mil> for users that have accounts in the NADSUSEA domain.

Consult the NMCI Helpdesk if you are unsure of which domain your account resides in.

Note that this is HTTPS and not HTTP.

3.2 Security Alert



Figure 3.2-1

The Security Alert window shown in Figure 3.2-1 will appear once the website connection is successfully attempted.

Click on the Yes button as shown in Figure 3.2-1

3.3 Enter Network Password



Figure 3.3-1

Enter your NMCI User Name, Password and Domain for authentication.

Click the “OK” button.

3.4 Cancel or Redirect to Another Alias

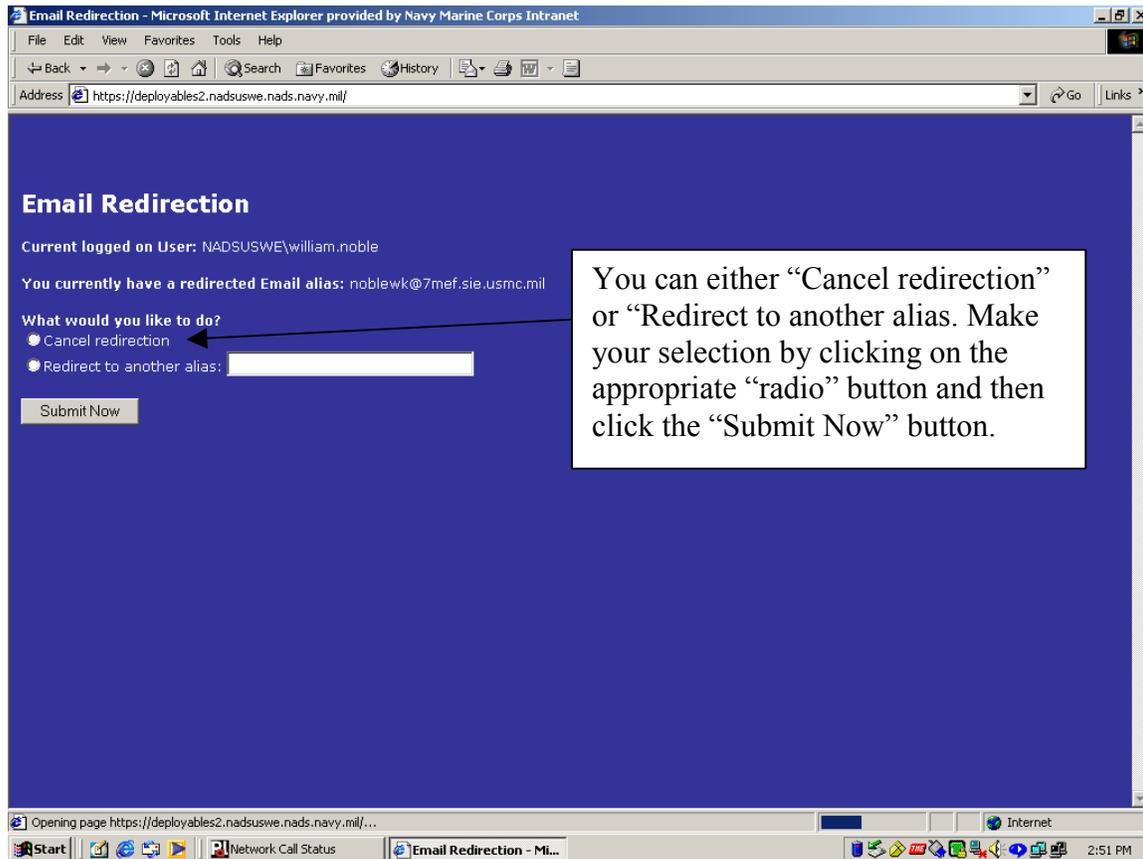


Figure 3.4-1

Note that the screen shown in Figure 3.4-1 indicates the NMCI User that will be affected by changes on this screen as well as the Email address that the user's Email is currently being redirected to.

You may now select the "Cancel redirection" radio button and click the "Submit Now" button to cancel redirection. If you select this option your Email will be sent to the NMCI Email box for the "Current logged on User".

The other option that is available on this screen is to "Redirect to another alias" should you wish to change the Email address to redirect Email to instead of canceling redirection.

3.4.1 Redirection Submitted

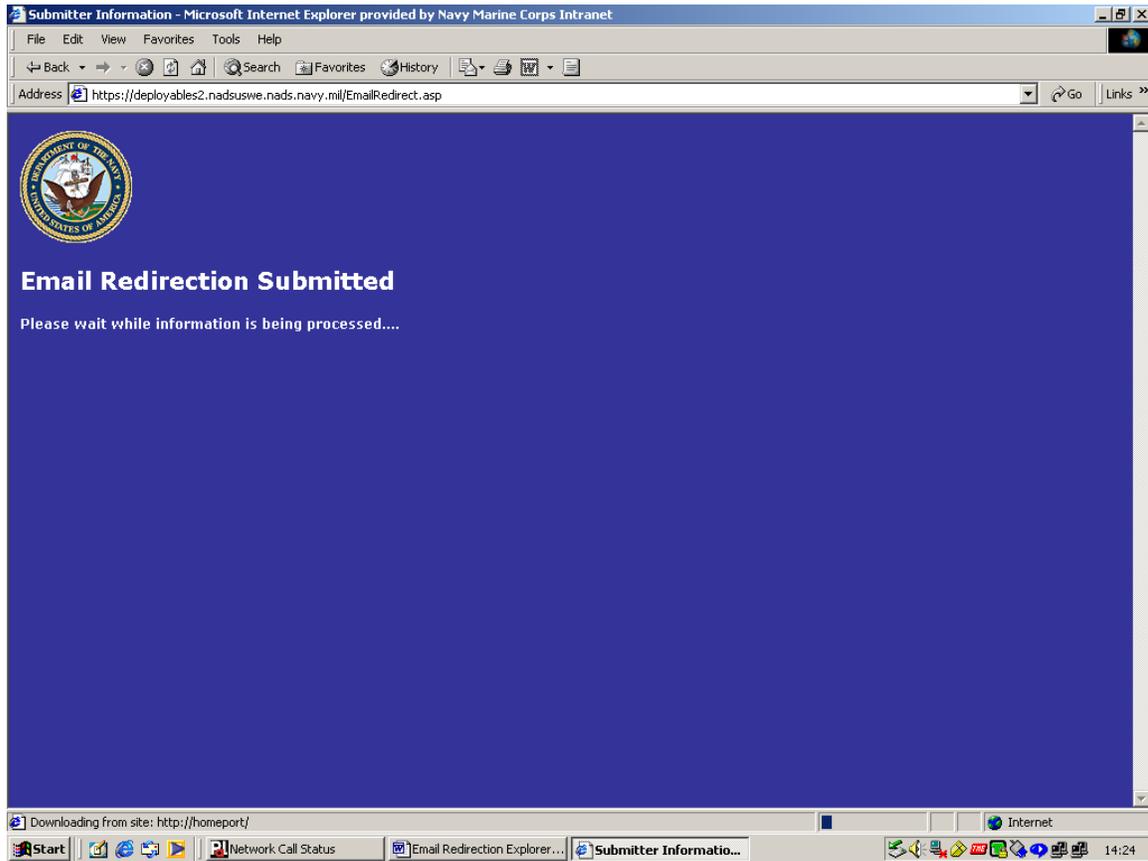


Figure 3.4-2

The screen shown in Figure 3.4-2 will be shown for a few moments after you clicked on the “Submit Now” button from Step 3.4, Figure 3.4-1

3.4.2 Email Cancellation Complete

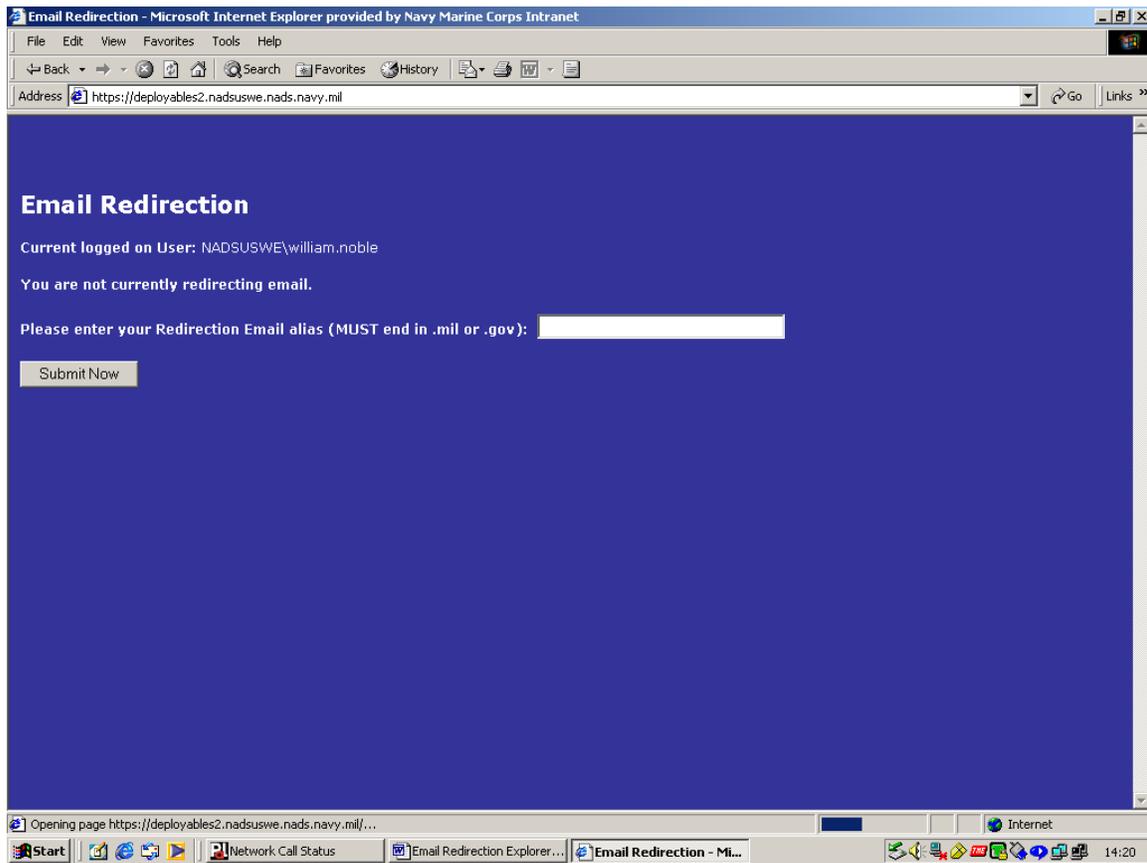


Figure 3.4-3

Note that the screen now shows “You are not currently redirecting email.”