

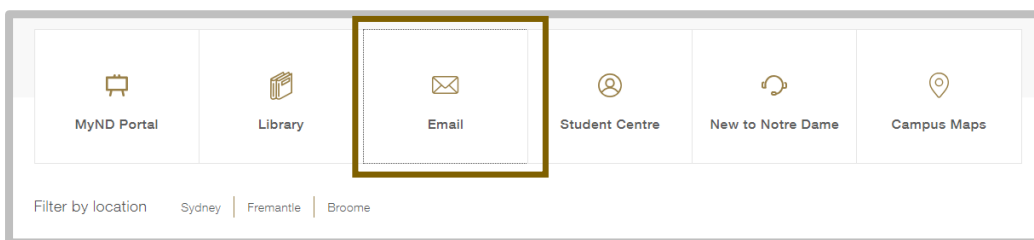
O365: Conversation View

When you log in to your email and all emails in the Inbox are shown in a group, your email view is configured as Conversation View.

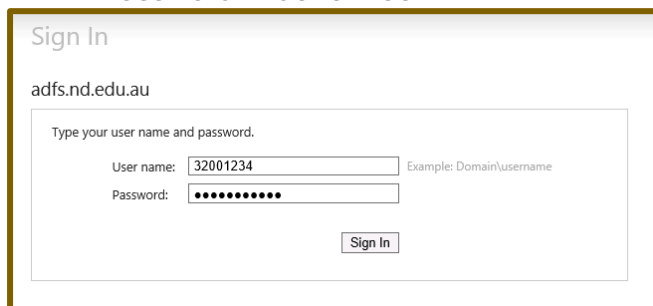
Conversation View is designed to keep your back and forward emails by the same subject. This function makes it easier for you to review and act on the message or entire conversation.

However, you can turn off this view if you wish to.

1. Access the **Students** page on the ND website:
<https://www.notredame.edu.au/current-students>
2. Click on **Email** under Quick Links

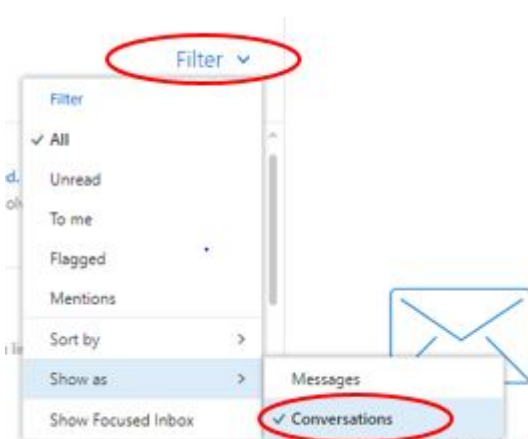


3. Enter your **Student ID** and password to access the portal.
Username: 32001234
Password: Nd01021994



A screenshot of the 'Sign In' page for adfs.nd.edu.au. The page title is 'Sign In'. Below the title, the domain 'adfs.nd.edu.au' is displayed. A text box prompts the user to 'Type your user name and password.' There are two input fields: 'User name:' containing '32001234' and 'Password:' which is masked with dots. An 'Example: Domain\username' is shown next to the user name field. A 'Sign In' button is located at the bottom right of the form.

4. Click **Filter**
5. Click **Show as** from the *drop-down list*
6. Untick **Conversations**



Please kindly contact your campus Service Desk if you require assistance.

Fremantle

08 9433 0777
8am – 5pm WAST

fremantle.it@nd.edu.au

Sydney

02 8204 4444
8am – 5pm AEST

sydney.it@nd.edu.au

Broome

08 9192 0632
8am – 4:30pm WAST

broome.it@nd.edu.au