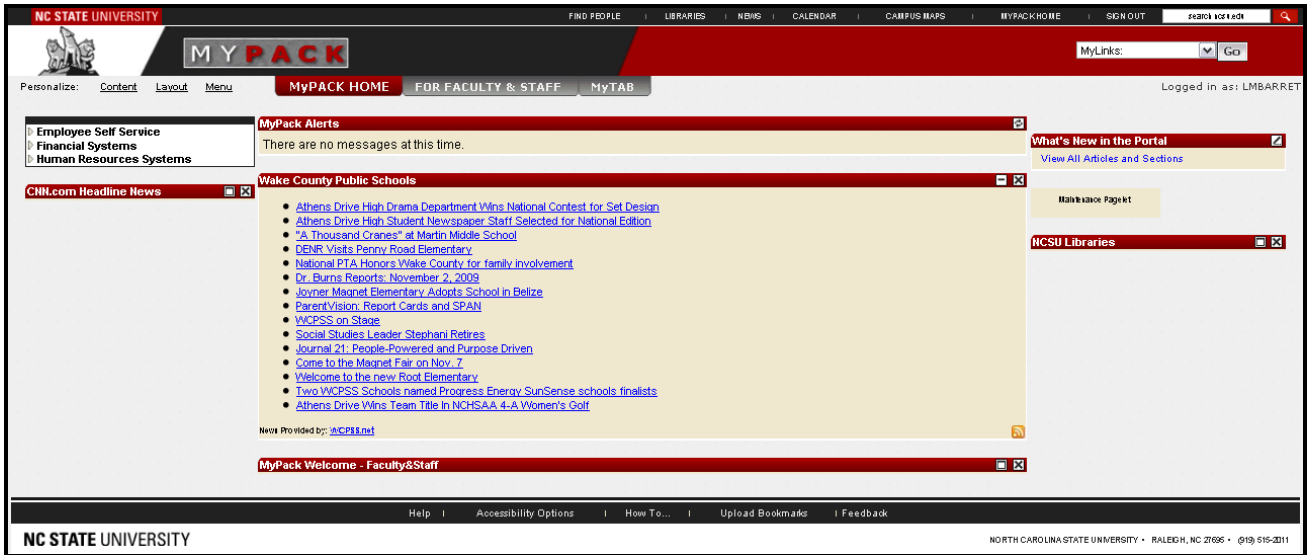


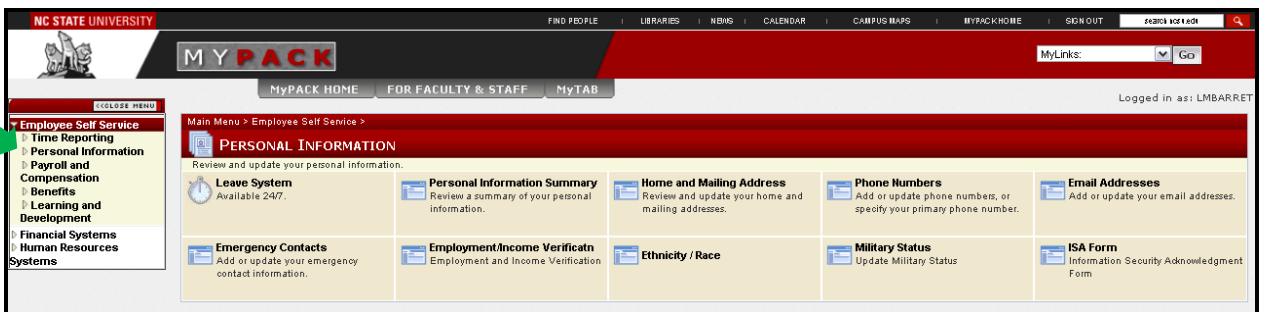
Go to the Mypack Portal.



Select Employee Self Service.



Select Personal Information.



Select E-mail Addresses.

NC STATE UNIVERSITY

MYPACK

MyPACK HOME FOR FACULTY & STAFF MyTAB

Employee Self Service
Time Reporting
Personal Information
Email Addresses
Payroll and Compensation
Benefits
Learning and Development
Financial Systems
Human Resources
Systems

Email Addresses

Latosha Barrett

If you need to change your business email address, contact your departmental personnel representative.

Email Type	Email Address	Preferred
Business	lbarret@ncsu.edu	<input type="checkbox"/>
Unity	lbarret@ncsu.edu	<input type="checkbox"/>
Other	lbarret@gw.ncsu.edu	<input checked="" type="checkbox"/>

Add an Email Address

* Required Field

Save

[Return to Employee Self Service](#)

Select either your Business or Unity address as your **'Preferred'** email. You may also choose to add another email address of type 'Other' and select it as your preferred email. To update your Business or Unity e-mail address, contact your departmental personnel representative.

Confirmation

Mail From: <HC890PRD2@et.ncsu.edu>

File Edit View Actions Tools Accounts Window Help

Close Reply Forward

Mail Properties Personalize Message Source

From: <HC890PRD2@et.ncsu.edu> Thursday, November 05, 2009 10:17 AM

To: Barrett, Monique

Subject: Saved - Email Addresses - Latosha Barrett - Your request was saved

Your request successfully saved to the database:

Transaction Name: Email Addresses
Employee Name: Latosha Barrett
Emplid: 000971110

A confirmation of your changes will be sent via email once your changes have been saved.



Refer to the OIT web site for more information on 'How NC State Uses Email Address'

(<http://oit.ncsu.edu/email/how-nc-state-uses-your-email-address>) and 'Updating your email address (<http://oit.ncsu.edu/email/updating-your-email-address>).