How to update Outlook password in LibCal
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LibCal and bookings - Subject & Study Guides - Unitec
guides.unitec.ac.nz › Subject & Study Guides › Student Success
6 days ago - This page is to help Ask Me Desk and Unitec Student Support staff with managing ... How to update your Outlook password in LibCal (video).

Library - Services - Student Success Staff - Unitec Institute of ...
https://library.unitec.ac.nz › Services ›
Unitec New Zealand - Library. ... Help with My Appointments / LibCal. Maps and floorplans. Te Puna maps. Unitec building floor plans with room numbers.
Click on the orange button **My Appointments/LibCal**
Click Unitec Office365 login
Enter your Outlook email address and password.
If you don’t see any **orange** colour then need to update your outlook password immediately.
Click Integrations tab and scroll down to Outlook/Exchange Settings.

Change password to your current Outlook password then click Save.
Click My Appointments tab

Orange Busy in Outlook should be appear in My Scheduler calendar
Well done!