Instructions for Accessing City Email Online

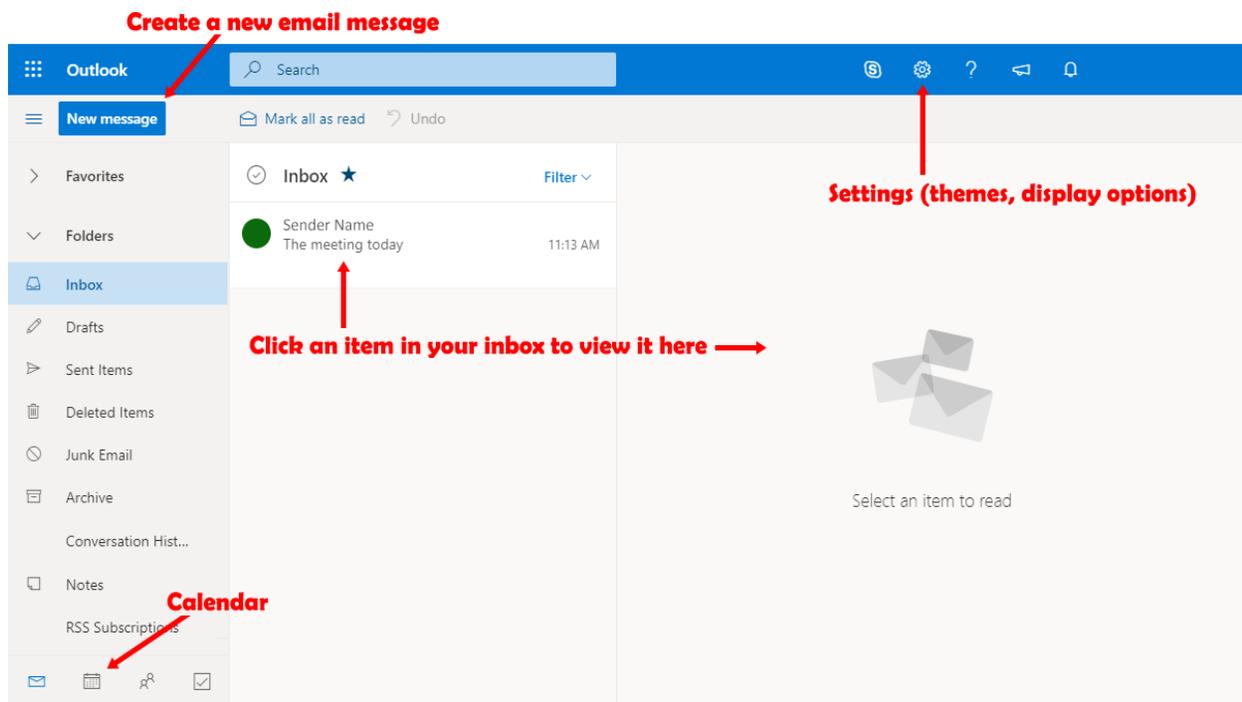Department of Information Technology
City of Charlottesville

Signing In

The City of Charlottesville uses Microsoft Outlook as its email client. To view your email, log with your City email address and password here:

- Office.com

Then select Outlook.

Microsoft Outlook screen

More on how to use Microsoft Outlook online

- [Create and reply to email](#)
- [Organize your inbox](#)
- [Schedule an appointment or meeting](#)
- [More features](#)

Need Help? Contact the City of Charlottesville IT Help Desk.

EMAIL: helpdesk@charlottesville.org
PHONE: Help Desk: *434.970.3194* HRS: M-F 7:30am to 5:00pm (Regular help desk hours)
IT On-Call Tech: *434.260.0999* HRS: 24/7 (Outside of regular help desk hours)