Sample Email notifying users of SharePoint access

Subject: University of Delaware - Access to <name of site> SharePoint site

Dear _____,

You are receiving this email because you have been provided access to the <name of site> SharePoint site. To login to the site please go to: https://teamwork.udel.edu/sites/<name of site>

If you have a UDelNet ID:
Please click on the button 'Login with your UdelNet ID'.
For user name enter: win\<udelnet id> - please replace <udelnet id> with the user name that you use to login to UD webforms
For password enter: your UD web forms password
For example if your UdelNet ID is janedoe, you would type in: win\janedoe for user name

If you have a Gmail or Open ID account:
Please click on the Google or myOpenID button as applicable, and login on the respective site pages.

For help on SharePoint including how to guides on login and using SharePoint, please see:
http://www.udel.edu/research/sharepoint/

Please let me know if any questions or if you have difficulties accessing the site.