How to login to Microsoft Office 365 webmail

1. Open your preferred browser, and type in the following address.

www.office.com

Here, I will use Chrome		
• • • Fign in to your account × +		~
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	Microsoft	
	Sign in	
	Email, phone, or Skype	
	No account? Create one!	
	Can't access your account?	
	Back Next	
	🔍 Sign-in options	
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2. If the email address that comes up is not your email address, click the link to "Sign in with another account". This will let you type in your own email address. Click Next.

msadmin@allen-temple.org	Microsoft
Enter password	Sign in
Password	owatson@allen-temple.org
Forgot my password	No account? Create one!
Sign in with another account	Can't access your account?
Sign in	Back Next

3. Enter your email password, and sign in.

← owatson@allen-temple.org Enter password	
Enter password	
Password	
Forgot my password	
Sig	ın in

4. You may be asked for secondary authentication. This can be setup through a separate email address, a text message to your phone, or through an authenticator app on your phone. Here, I am being asked to provide the code sent to an application on my phone. I will type it in and click Verify to complete the login.

dennis.tivel@networkms.net					
Enter code					
Please type in the code displayed on your authenticator app from your device					
Code					
Don't ask again for 30 days					
Having trouble? Sign in another way					
More information					
	Verify				

5. Once you are logged in, click the Outlook icon on the left navigation menu. It is circled below.

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PowerPoint			
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6. You are now logged into Microsoft Office 365 webmail.

