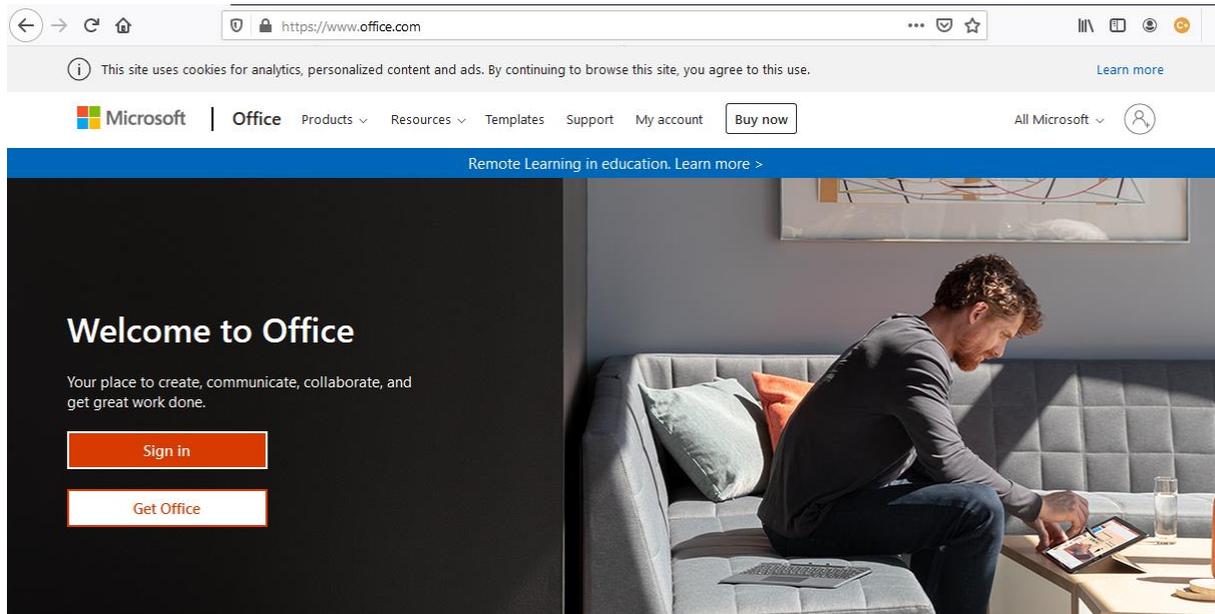


# STUDENT INSTRUCTIONS TO ACCESS OFFICE 365

## Accessing Office 365

You can access your Office 653 account by doing the following.

Navigate to [www.office.com](https://www.office.com) in your internet browser(Google chrome, Microsoft Edge, etc.)



Click the “Sign in” button



## Sign in

No account? [Create one!](#)

[Can't access your account?](#)

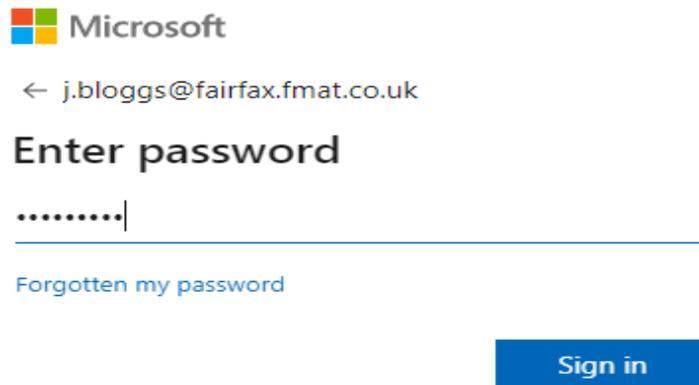
[Sign-in options](#)

Next

Enter your email address

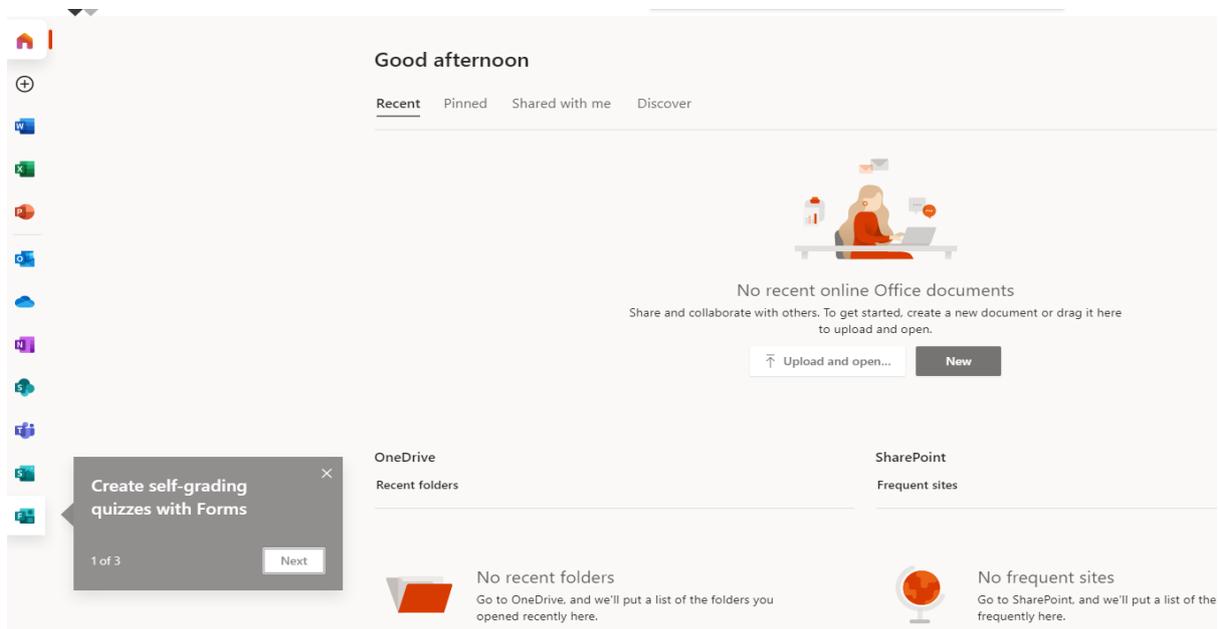
Note : starts with your username and ends with @smithswood.fmat.co.uk

Enter your password



Click "Sign in".

You will be presented with the application screen.



You are now logged in.

Please navigate to Outlook, OneDrive and teams as Appropriate.