

# Student Guide for Using Office 365 Outlook Email

1. From the East home page, click the Quick Link → Office 365 Login



2. This will take you to here.

email: [ID#@psd202.org](mailto:ID#@psd202.org)

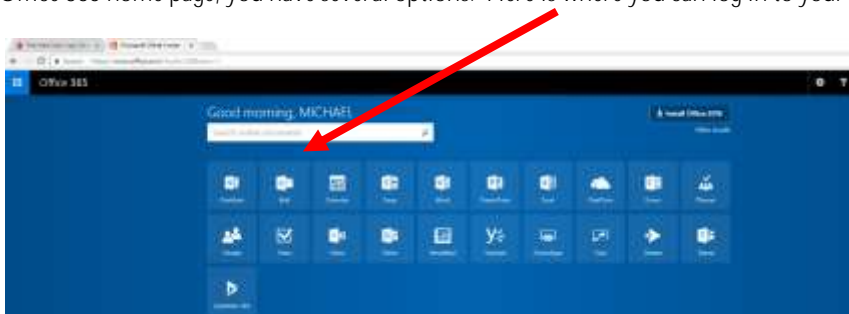
password: same one you login with



You will be redirected here, just type in your email and password again.



3. On the Office 365 home page, you have several options. Here is where you can log in to your email.



4. Once you are in email, you can create a new message, read messages in your inbox, and much more

