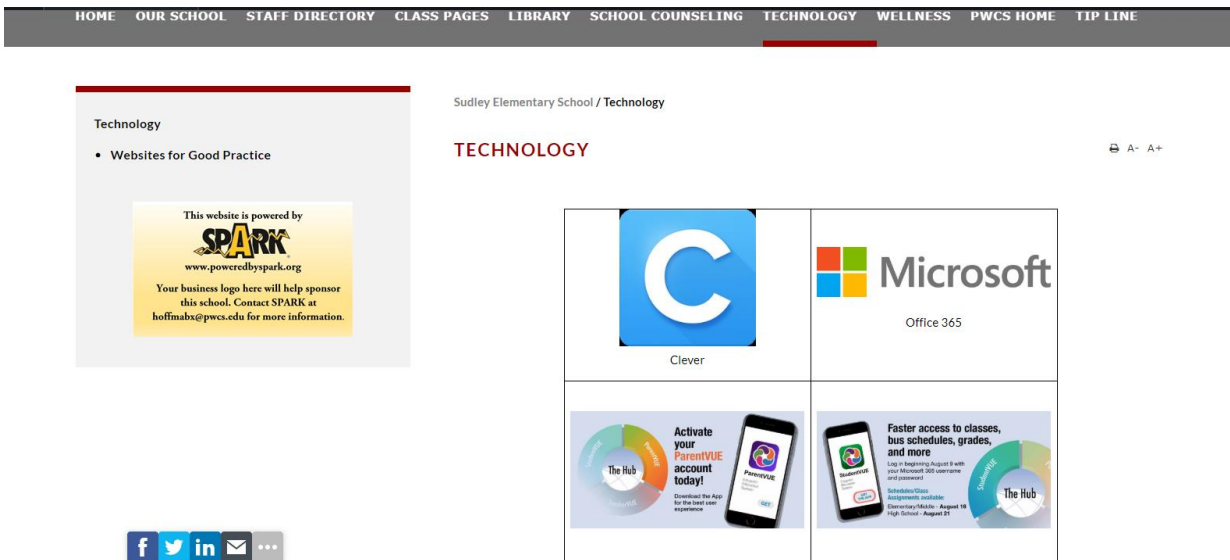
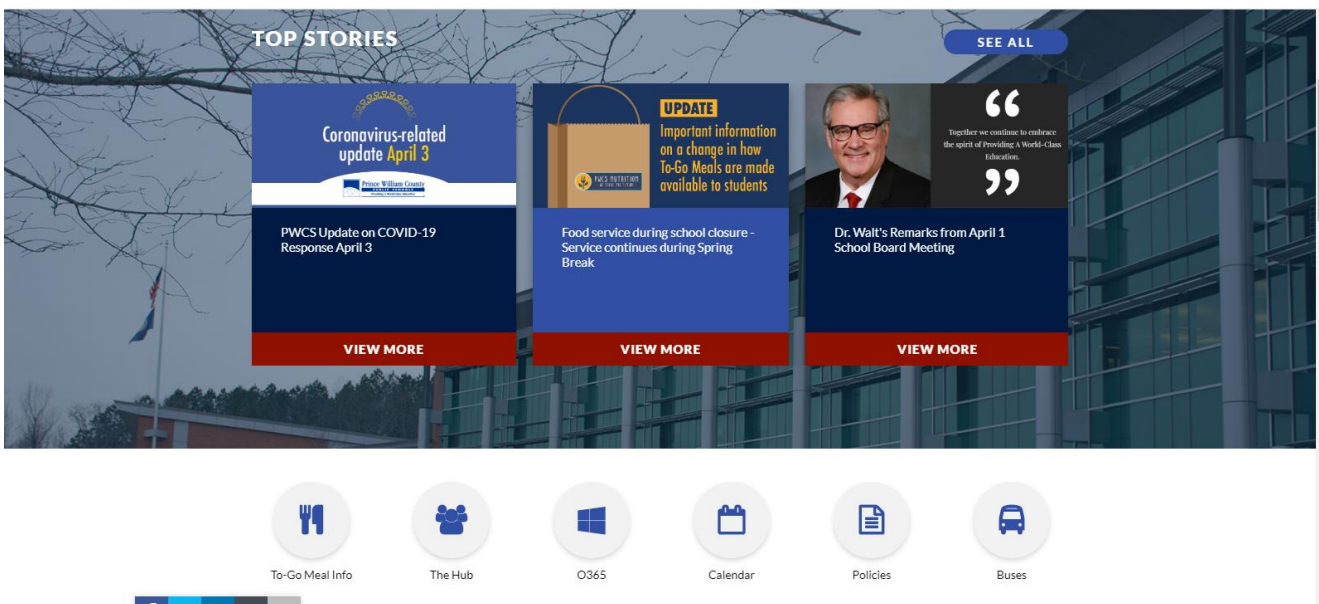


Logging into Microsoft 365 (Email)

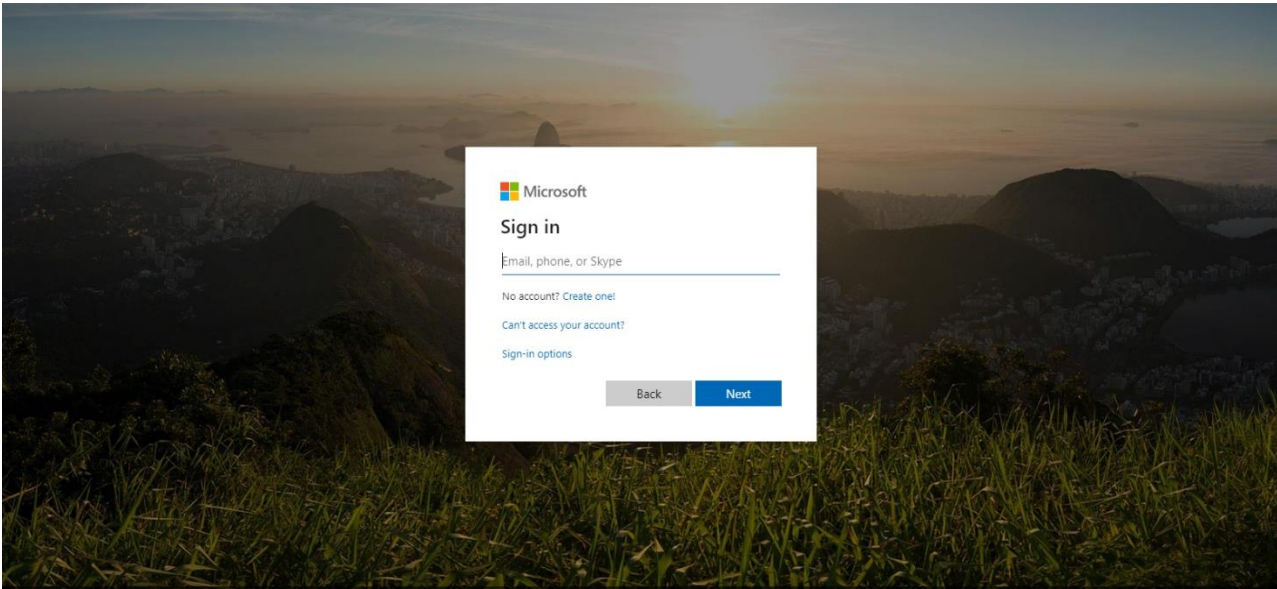
1. Open a web browser
2. Here are 2 ways to get to the location
 - a. Go to Sudley website – Technology page – click on icon



- b. From PWCS home page – click on Office 365 icon



3. This screen will appear



4. Enter your email address:

a. This is your username to log into a computer at school followed by @pwcs-edu.org

i. Ex: pytelsl28@pwcs-edu.org

5. Click Next and then enter the password you use to log into a computer at school