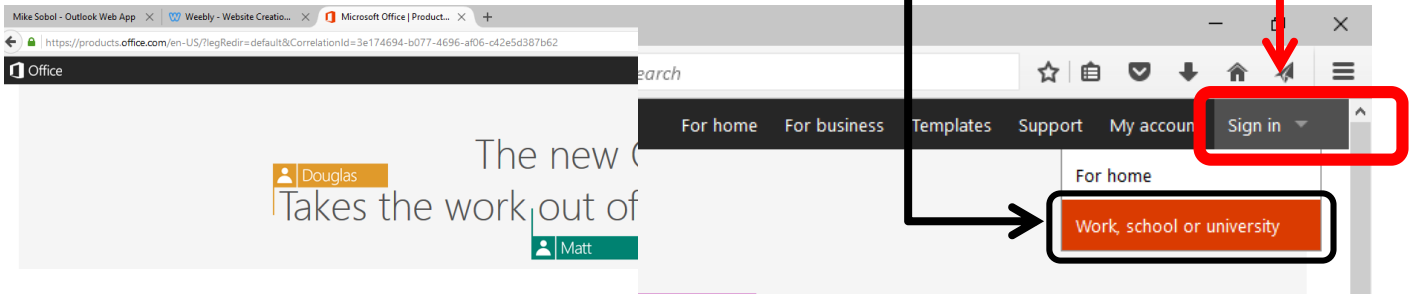


Alternative Access to Office 365

Go to this web address. www.office.microsoft.com

On the top right side of the page, click the **Sign in** link

Then click the **Work, school, or university** link

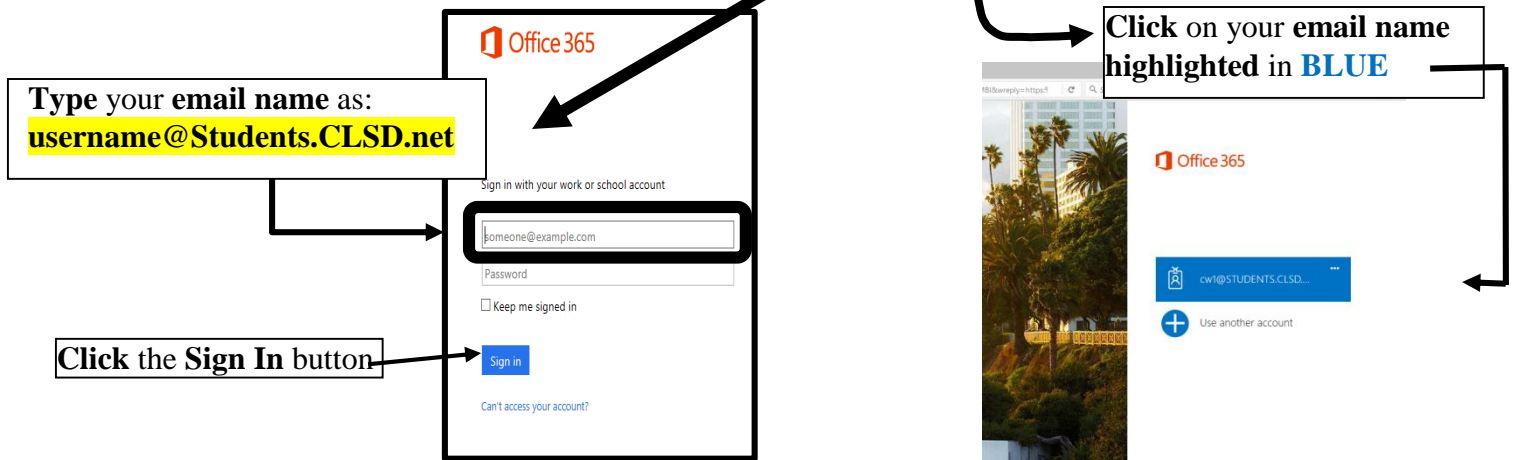


Now, follow the directions on either the **LEFT** or **Right** below this textbox.

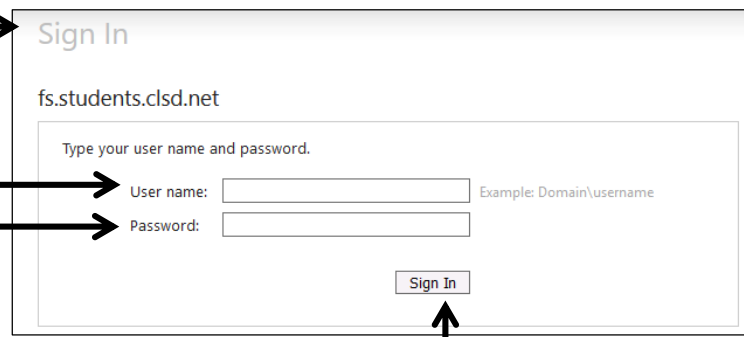
Type your email name as:
username@Students.CLSD.net

Click the Sign In button

Click on your email name highlighted in BLUE



On the **Sign in** screen that appears



Type just your USERNAME
Example: CL26SobolM

Type your Lunch PIN

Click the Sign In button

Special Note for **Home** Use:

The first or second time you log into Office 365 from home, you MAY have to type the following before your username:

Students