

How to logon to Office 365

On any web browser navigate to www.office.com

Click sign in and sign in with your full school email address which is your computer username followed by

@huntcliffschool.co.uk

Example: Hannah Baker is in year 7, so her email address is

19BakerH@huntcliffschool.co.uk

You will then be directed to the login page for the school – this is like if you are logging into a computer in school, so your username is your computer login you would normally use at school and the password is the one you set at school.

