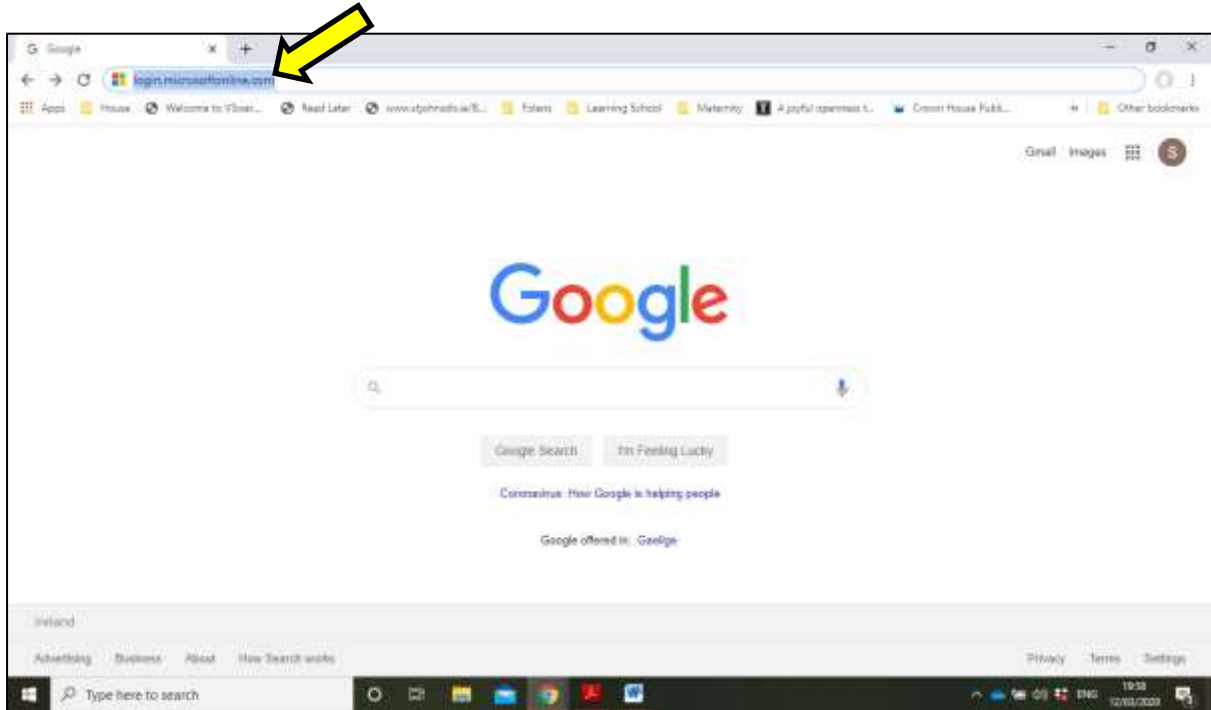


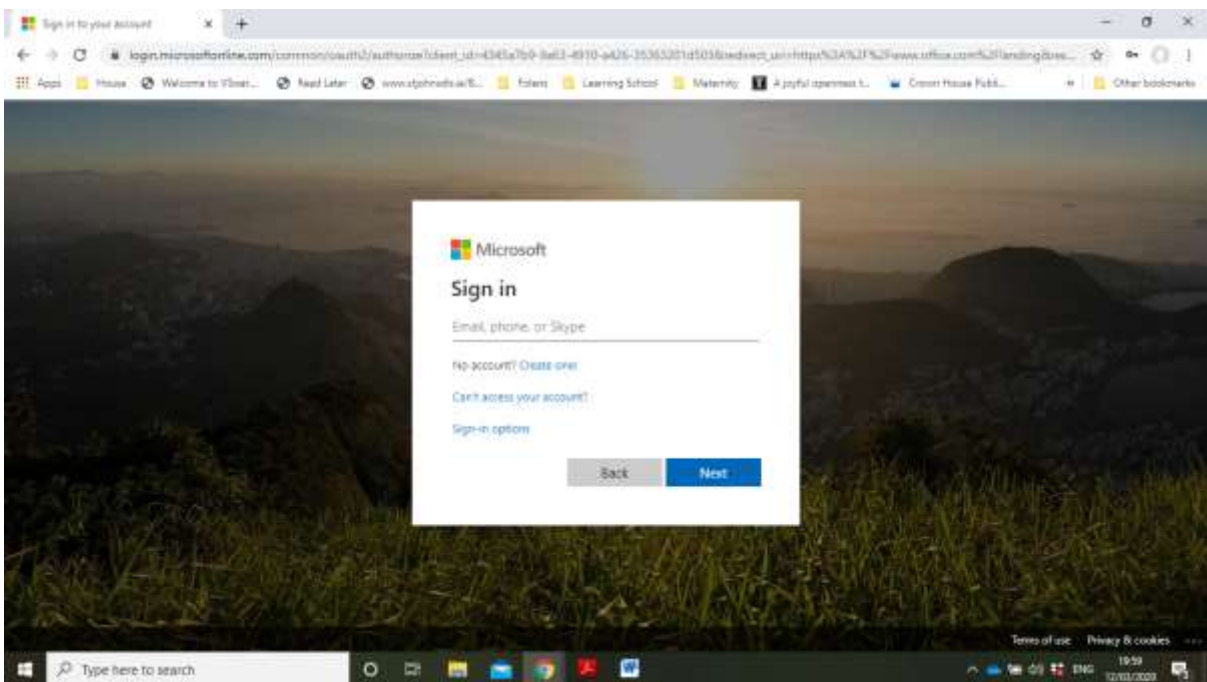
To access Microsoft 365 online student accounts

1. In the address bar of your web browser, type in: login.microsoftonline.com

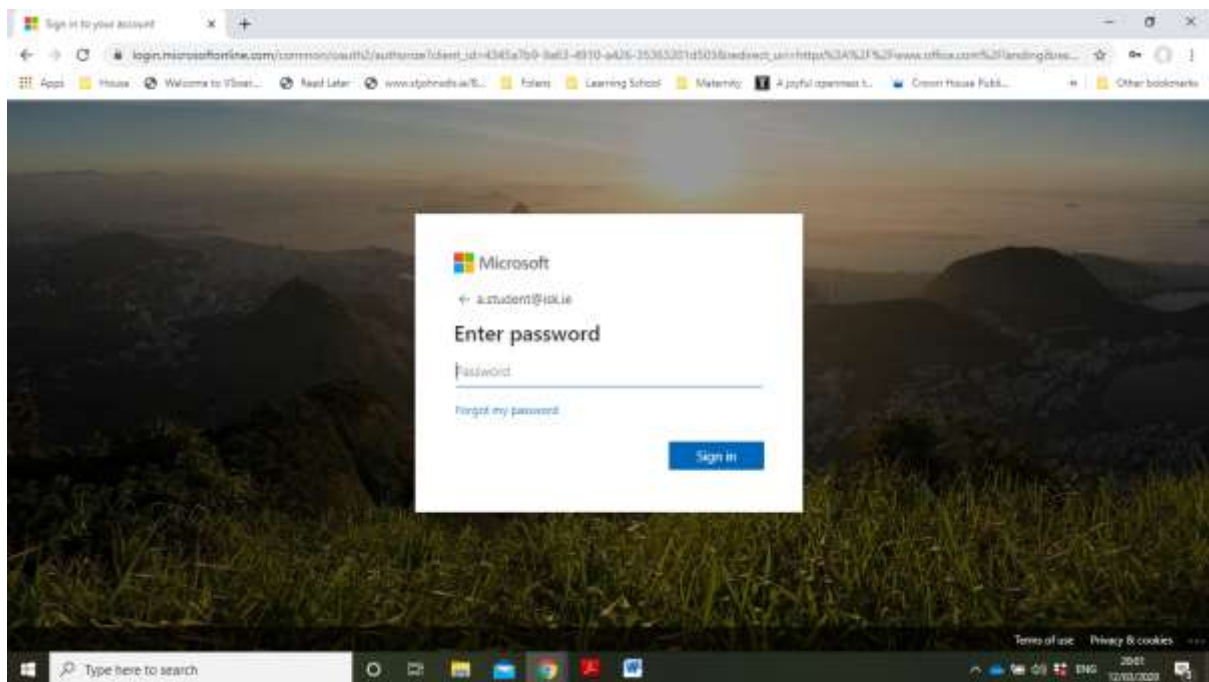


2. To sign in, type in your email address. This is most commonly: firstname.surname@isk.ie

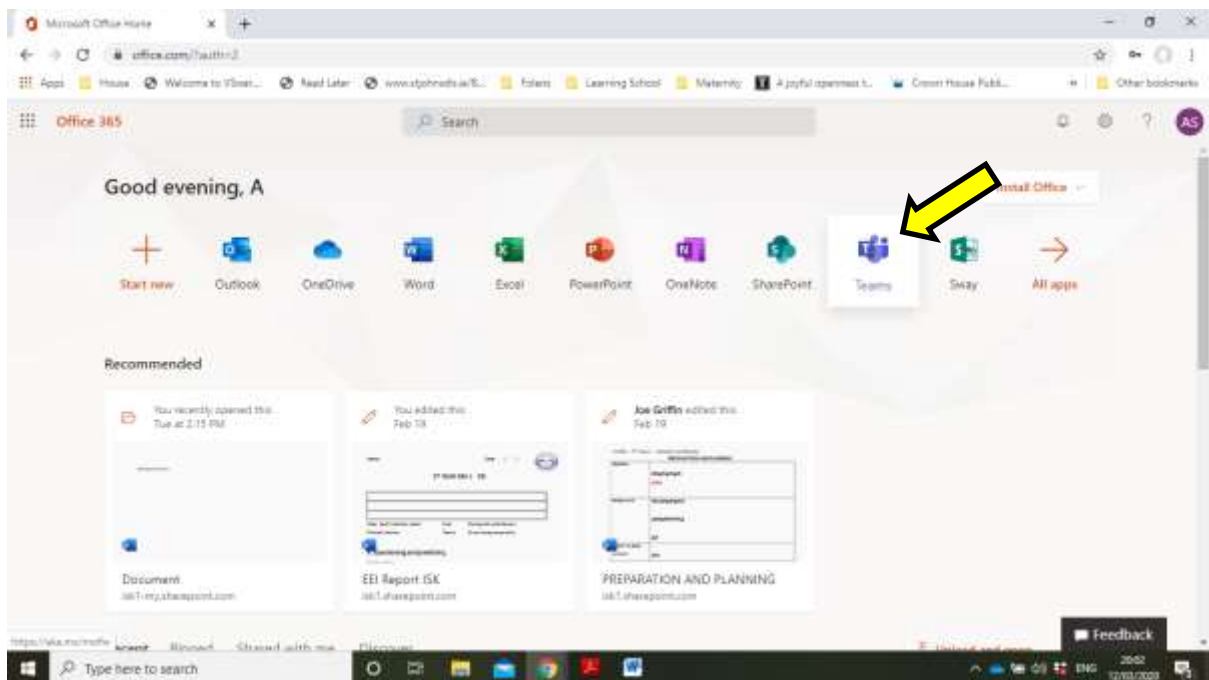
e.g. mary.oshea@isk.ie



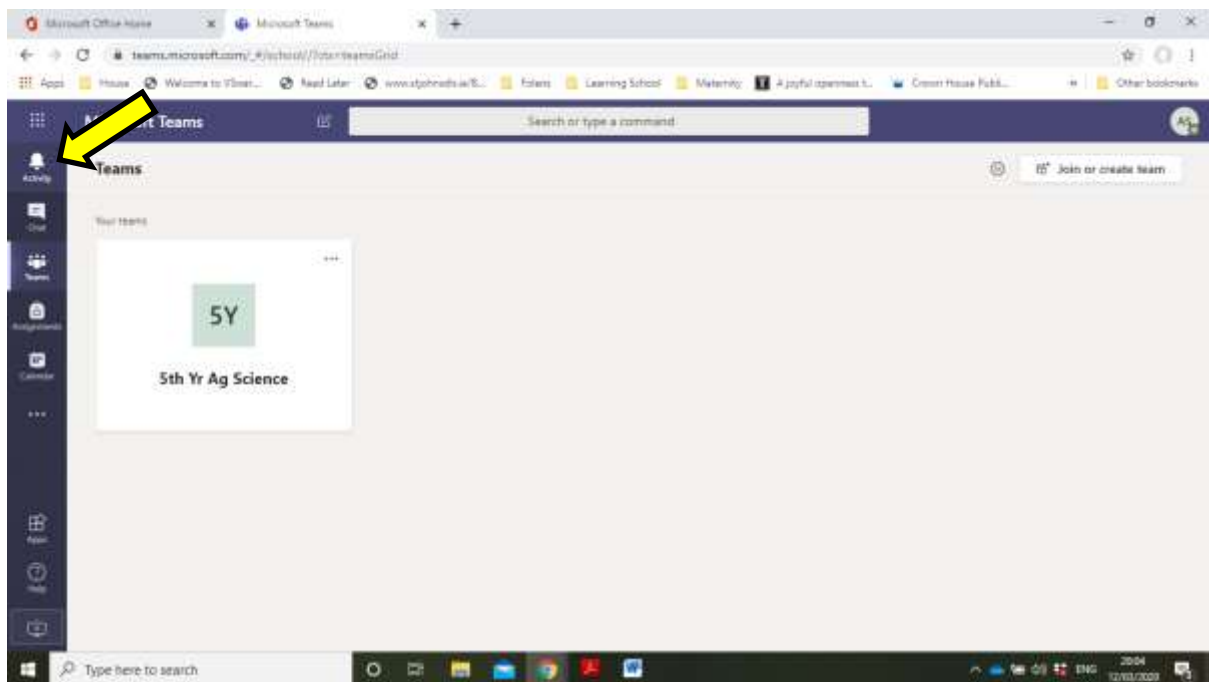
3. Type in your password



4. Click on the 'Teams' icon. This will bring you into each of the class teams that you are a member of.



5. You will be notified of any updates to your classes in the activity section



6. You may also wish to download the 'Teams' app on your mobile phone and login using your email address and password. It is important to have your notifications turned on as you will be updated to any new work immediately.

7. If you do not know your password it can be reset by emailing: password@isk.ie