

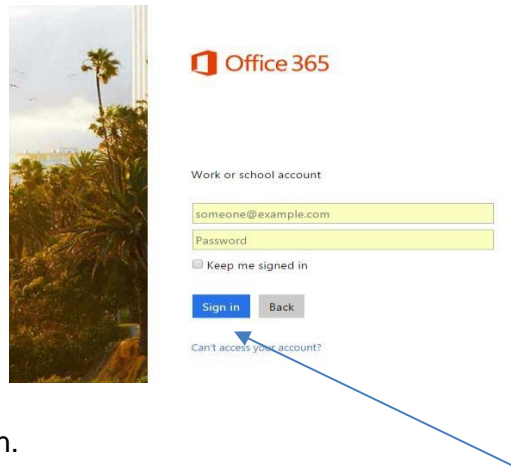
## Office 365/Clever Login Instructions

<https://Portal.office.com>

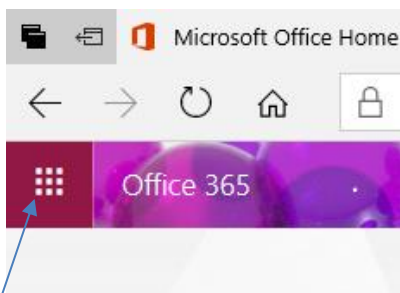
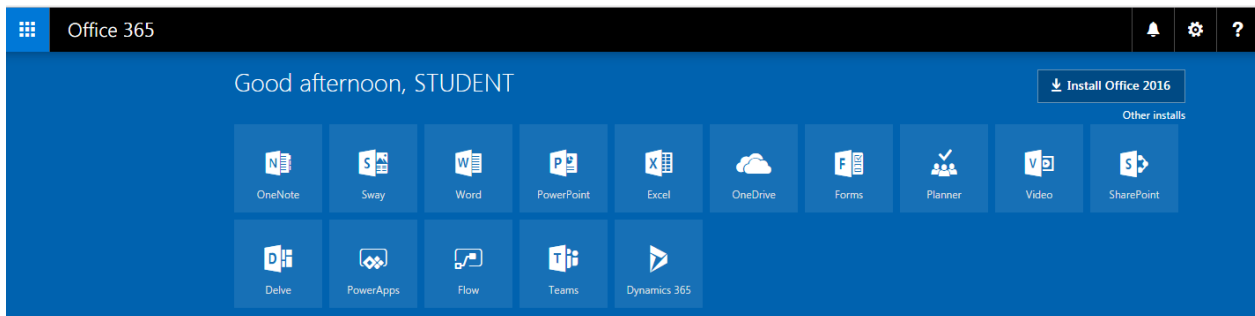
In the username box, please type in your student's lunch number

Example ([123456@ccboe.com](mailto:123456@ccboe.com))

The password is case sensitive. PLEASE make sure to type the password exactly as shown. If the password is entered incorrectly, three times the account will be locked.

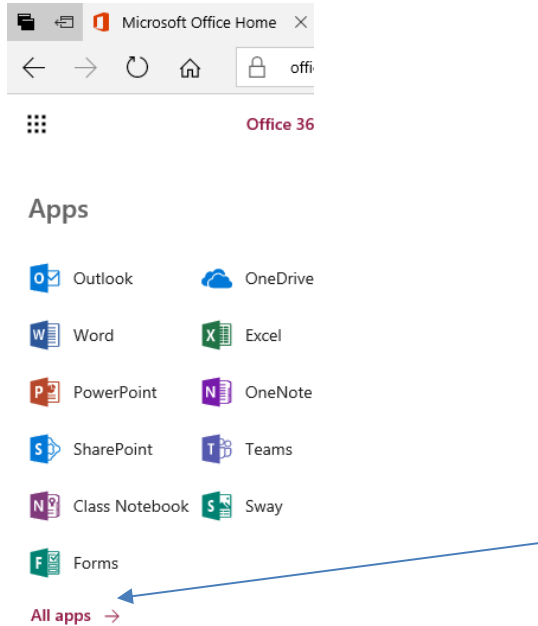


Click the sign in button.



Click the nine squares/waffles in the top left hand corner.

After you click on the nine squares/waffles, click on All Apps.



Scroll down, click on



# Click on Log in with Active Directory

