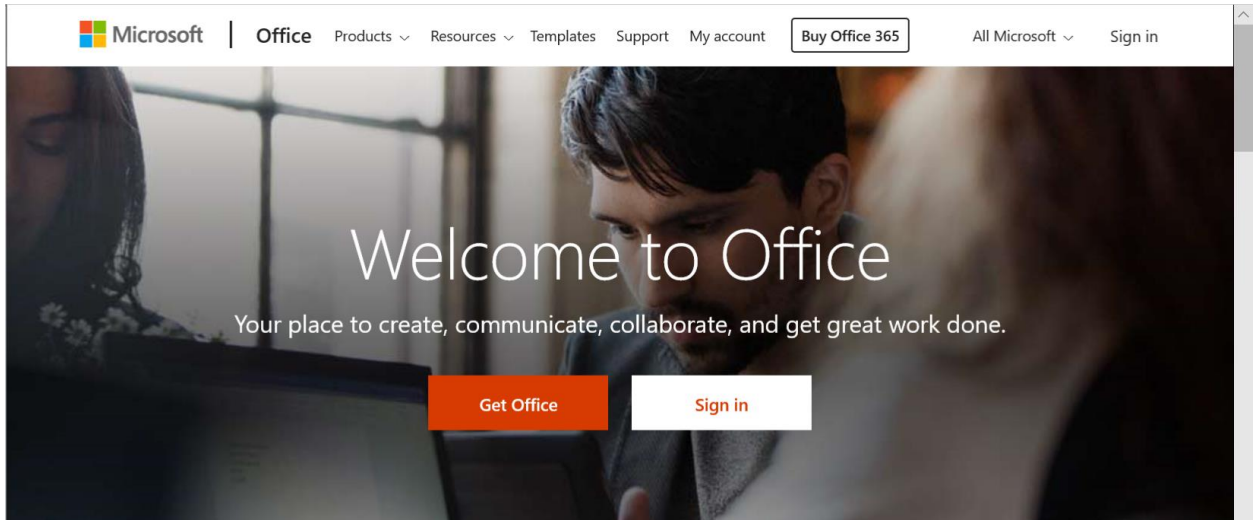
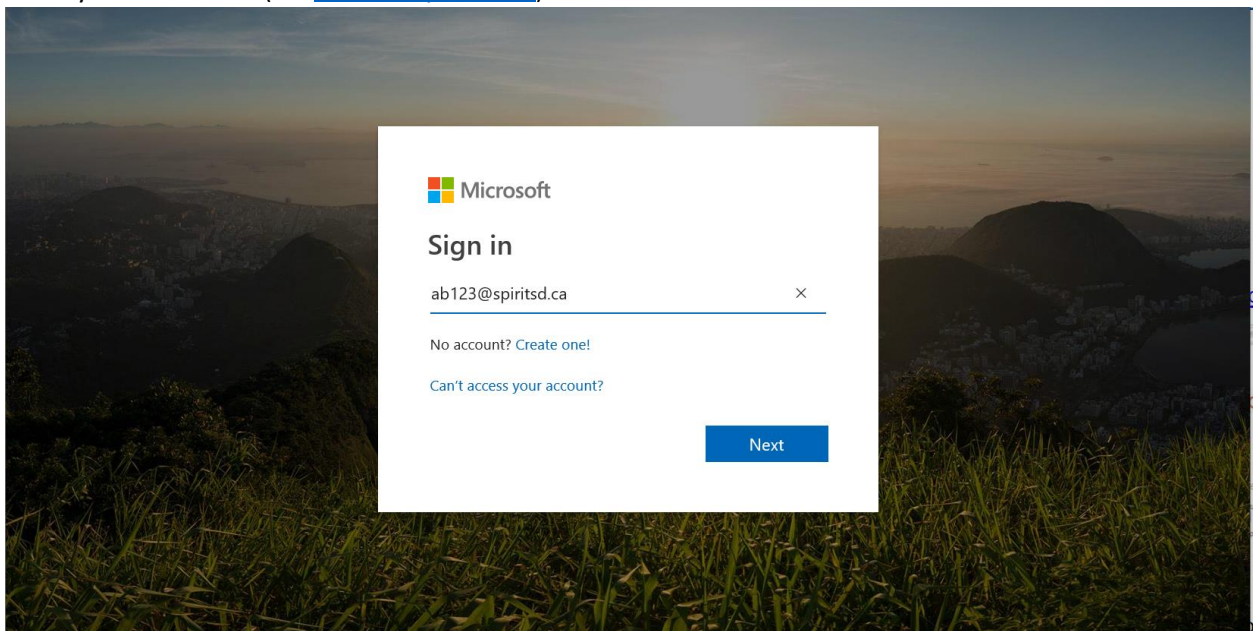


Office 365

1. Visit <https://www.office.com/>.
2. Click Sign-In.



3. Enter your username (ex: ab123@spiritsd.ca). Click Next.



4. Enter your password and click Sign in.



Sign in with your organizational account

ab123@spiritsd.ca

Password

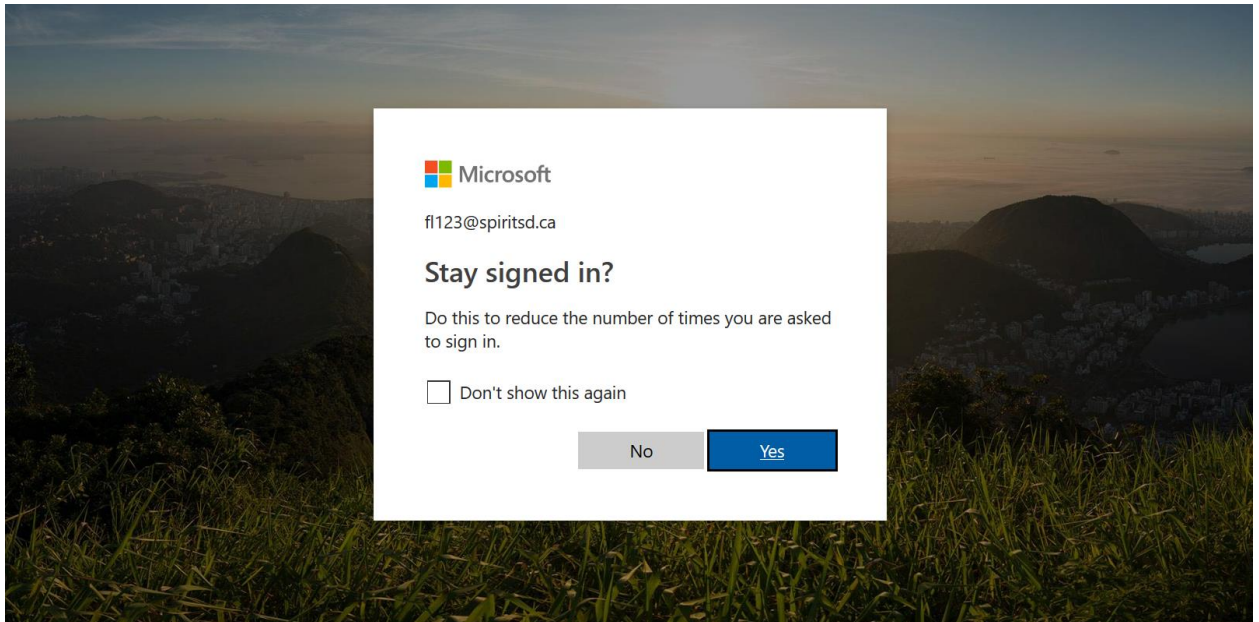
Sign in

Login using your web credentials.

Example: ab123@spiritsd.ca

Please keep your Prairie Spirit login secure by regularly [updating your password](#).

5. The first time logging in on your computer, you will be asked if you want to stay signed in. If you are on a shared computer or are unsure, choose No.



6. You will now see your dashboard of Office 365 apps. Email is accessible by clicking on Outlook.

