

Microsoft Office - Accessing Microsoft O365 Online

Overview

This page helps you access Microsoft 365 applications from home.

All department staff and students can use the web versions of Microsoft Office 365 (M365) applications using their @schools accounts. With M365 you can create and share files, plus collaborate in real-time.

Before you start

To use these resources effectively, you should use:

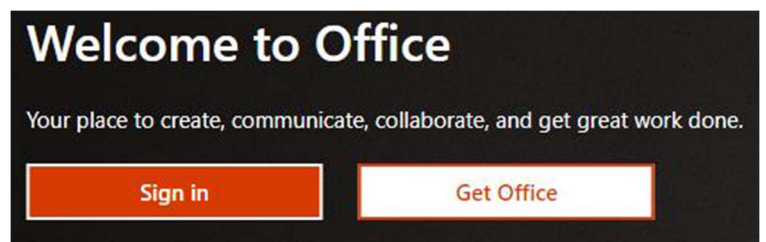
- Microsoft Edge
- Google Chrome
- Mozilla Firefox

Note: Internet Explorer may not run the resources effectively.

Users will need to know their @schools email address.

Details

1. In a web browser, open [Office.com](https://office.com).
2. Click **Sign in**.
3. Enter your @schools email address, then click **Next**.



Sign in

firstname.lastname123@schools.sa.edu.au

No account? [Create one!](#)

[Can't access your account?](#)

[Sign-in options](#)

Next

4. You'll be redirected to the EdPass Portal.

Select **EdPass Portal (@schools.sa.edu.au)** login, then click **Continue**.



Please select your site below, you will be redirected to complete the login process. [Click here for help logging in.](#)

5. Complete the following fields, then click **Sign in**:

- **Username** - enter your @schools email address
- **Password** - enter your @schools password
- Select **Remember me**.



Sign in

6. You can now select from and use the available apps in your web browser.

