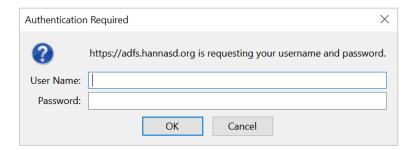# Logging into Microsoft Office 365 @ Home

To Sign-in:

1. Go to https://portal.hannasd.org on your computer

2. At the login screen, enter your school email address and password and click OK.

3. On the main O365 screen you can access Outlook, OneNote, Teams and the entire Microsoft office suite. Just click an icon to open an application.