

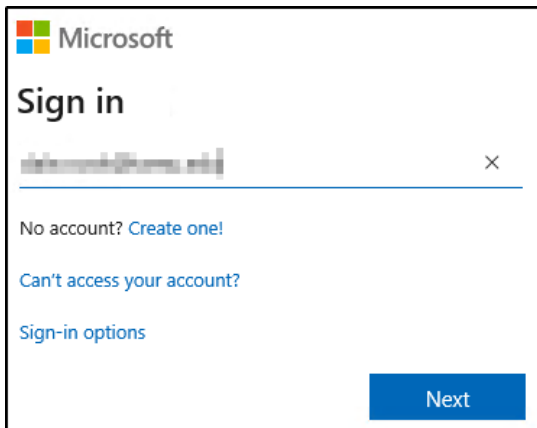
## How Do I Sign In to O365?

After the install is complete, Open Office 365 (O365) from the start menu.

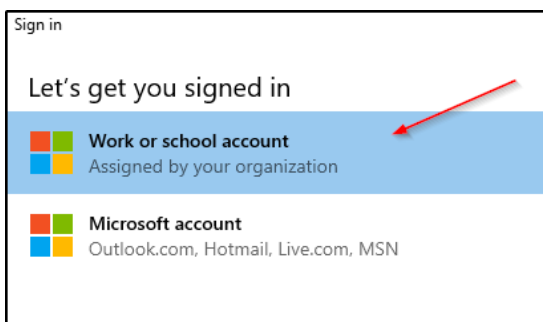
Choose “Sign In” from the welcome screen:



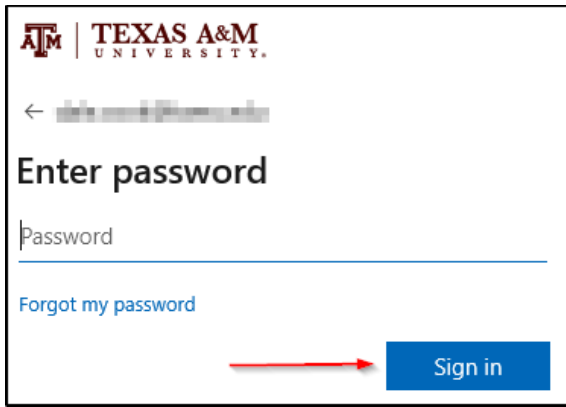
Enter your [netid@tamu.edu](mailto:netid@tamu.edu):



Choose “Work or school account”, followed by “Continue”:



Enter your Netid password:



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## Enter password

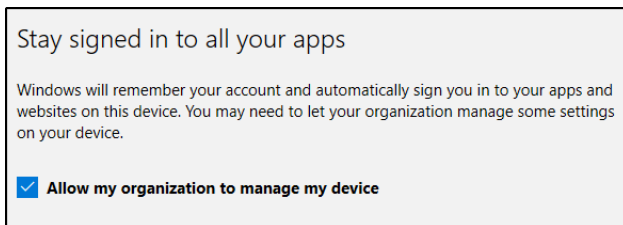
Password

[Forgot my password](#)

**Sign in**

Authenticate with Duo if prompted.

Click “OK/Continue” when prompted to stay signed into your applications:

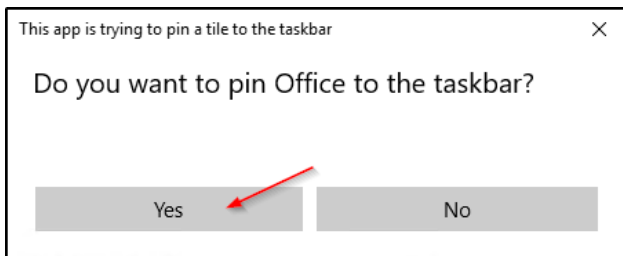


Stay signed in to all your apps

Windows will remember your account and automatically sign you in to your apps and websites on this device. You may need to let your organization manage some settings on your device.

**Allow my organization to manage my device**

Choose “Yes” to create a shortcut on your desktop:

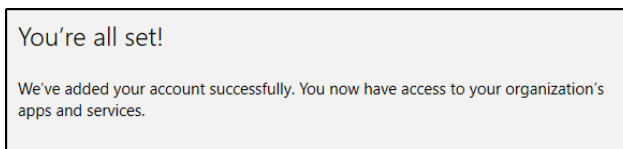


This app is trying to pin a tile to the taskbar

Do you want to pin Office to the taskbar?

Yes No

Click “Done” when prompted at the completion screen:



You're all set!

We've added your account successfully. You now have access to your organization's apps and services.