

Office 365 Login

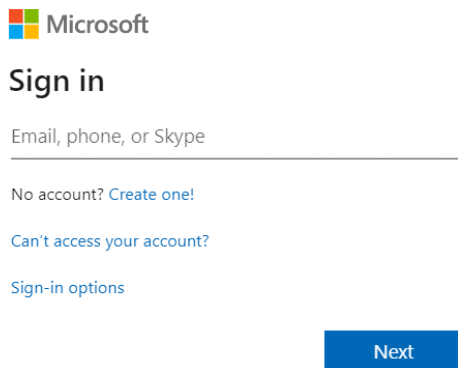
From a web browser, navigate to the Scio Central School website using the link below.

<http://www.scio.wnyric.org/>

Click Staff Resources.

From the drop down menu, click Office 365.

You will see the Microsoft Sign in Window.

A screenshot of the Microsoft Sign in window. At the top is the Microsoft logo. Below it is the text "Sign in". Underneath is a text input field with the placeholder text "Email, phone, or Skype". Below the input field are three links: "No account? Create one!", "Can't access your account?", and "Sign-in options". At the bottom center is a blue button with the text "Next".

Microsoft

Sign in

Email, phone, or Skype

No account? [Create one!](#)

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

[Sign-in options](#)

Next

Type your school e-mail address on the line for Email, phone or Skype. Your school e-mail address is your login that you use for the computers at school, followed by @sciocsd.org.

For example, if the login for school computers is jsmith, the e-mail address would be jsmith@sciocsd.org.

The next window will ask for your password. Your password is the same password that you use at school, usually your first name, all lowercase.

After entering your password, you may see a window asking if you want to stay signed in. That's up to you. If you are sharing a computer, click No. If you are using your own computer, you can click Yes if you don't want to enter your password each time you login.

You will now see the Office 365 home page and all the apps available to you.