
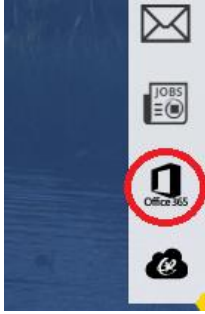
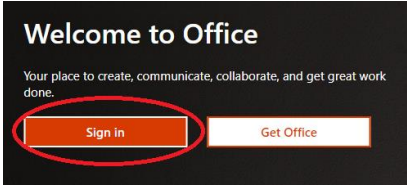
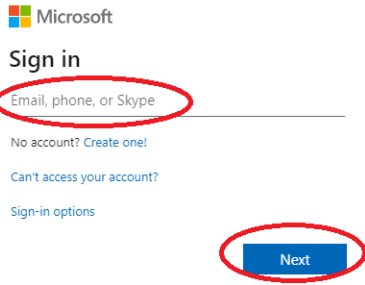
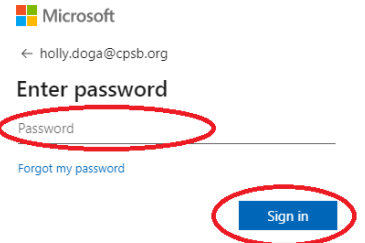




Office 365 Resources

Office 365 from CPSB Homepage

<p>1. Go to http://office.cpsb.org .</p>	 The CPSB homepage header. On the left is the CPSB logo. To its right is a grey banner with the text "CALCASIEU PARISH SCHOOL BOARD" and "BUILDING FOUNDATIONS FOR THE FUTURE".
<p>2. Click on the Office 365 logo on the right-hand side of the homepage.</p>	 A vertical sidebar of application icons. From top to bottom: an envelope icon, a "JOBS" icon, the Office 365 logo (a blue square with a white 'O' and '365'), and a speech bubble icon. The Office 365 logo is circled in red.
<p>3. Click on Sign in.</p>	 A dark-themed "Welcome to Office" screen. It says "Your place to create, communicate, collaborate, and get great work done." Below this are two buttons: "Sign in" (highlighted with a red circle) and "Get Office".
<p>4. Type in your school email address and click Next. Your email address will be the username used to log into the computer at school with @cpsb.org behind it.</p>	 The Microsoft "Sign in" screen. It shows the Microsoft logo, the text "Sign in", and a text input field labeled "Email, phone, or Skype" (circled in red). Below the field are links for "No account? Create one!", "Can't access your account?", and "Sign-in options". A blue "Next" button (circled in red) is at the bottom right.
<p>5. Type in your school password and click Sign in.</p>	 The Microsoft "Enter password" screen. It shows the Microsoft logo, the email address "holly.doga@cpsb.org", and the text "Enter password". Below this is a text input field labeled "Password" (circled in red). A link for "Forgot my password" is below the field. A blue "Sign in" button (circled in red) is at the bottom right.