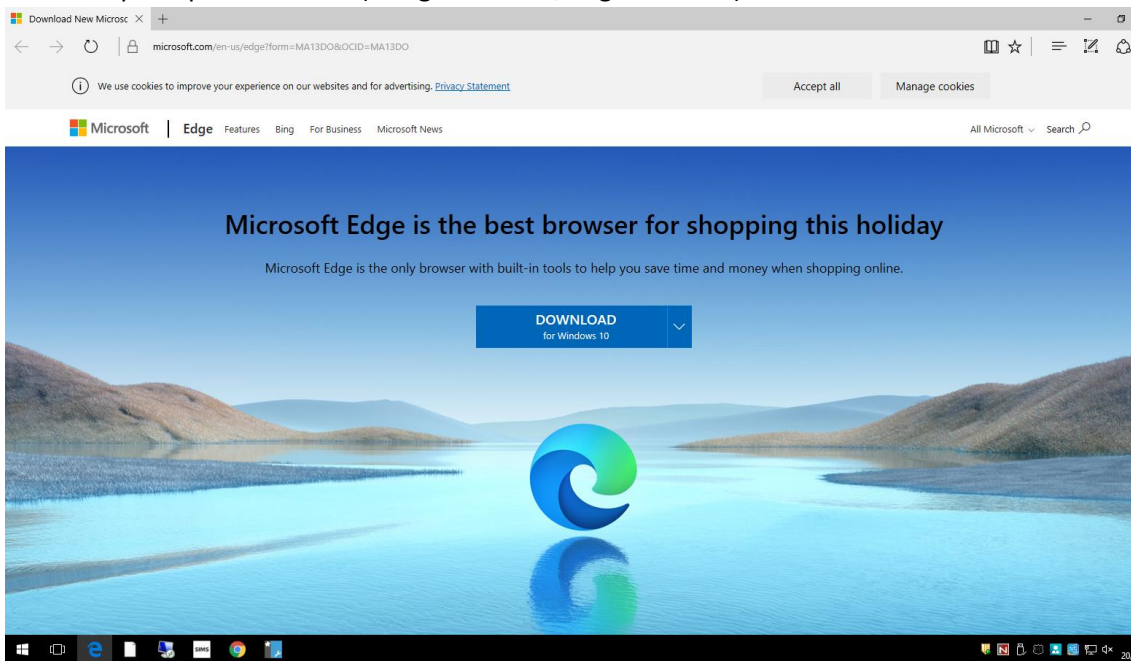


Logging in on Teams and accessing school emails for remote learning



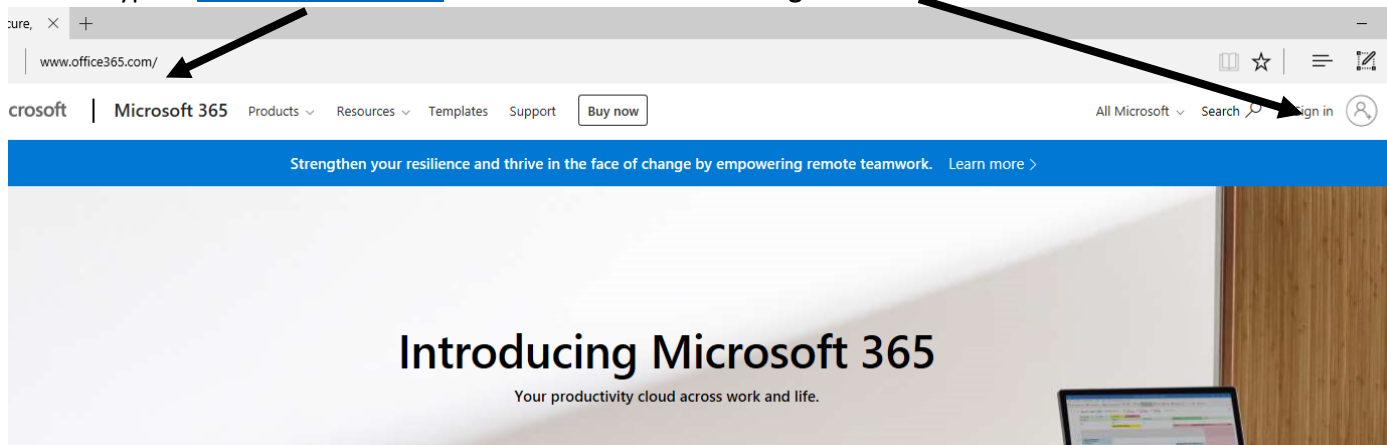
Stafford Manor High School

1. Open up the internet (Google Chrome, Edge or Safari)



2. Type in www.office365.com

3. Then click **sign in**



4. Sign in with your normal log in with @smhs.staffs.sch.uk at the end.
(Your username is made up of; the end of the year you started. Your Surname. Then initial followed by @smhs.staffs.sch.uk)



Sign in

19.Smith.J@smhs.staffs.sch.uk

No account? [Create one!](#)

[Sign-in options](#)

Next

5. Your **Password** is the same as you would normally use to log into schools computers

6. Open up Outlook for **Email** Or **Teams** to access the work

