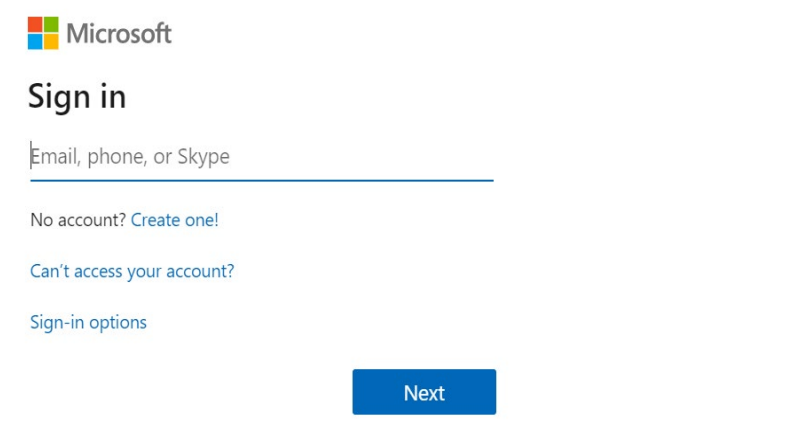
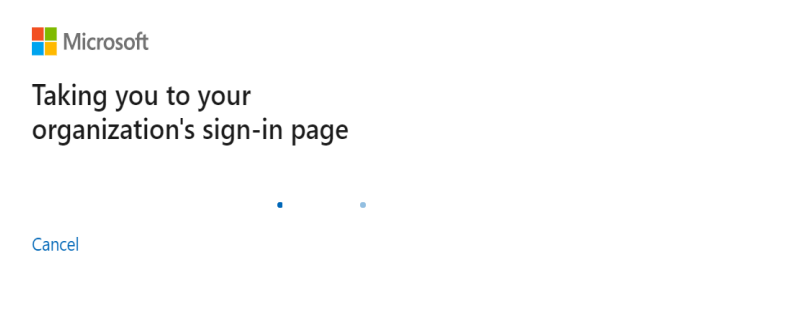
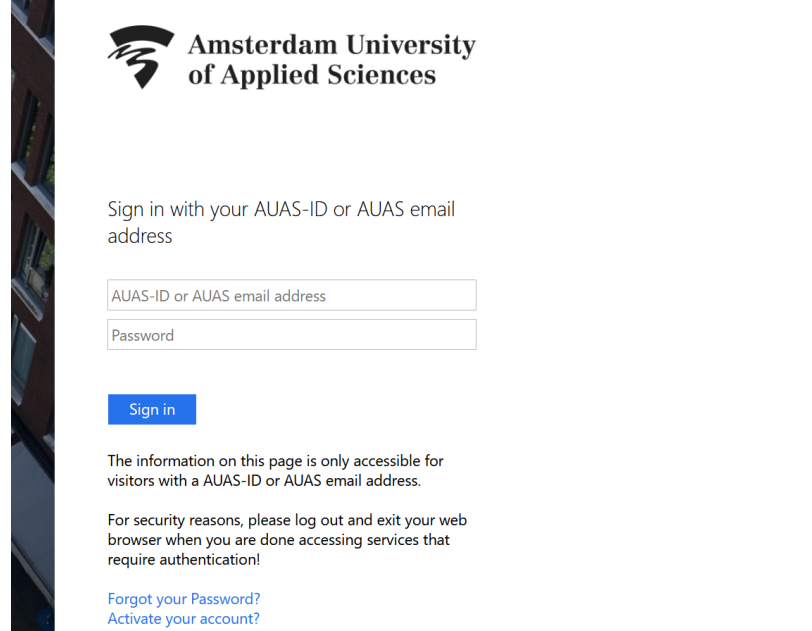


Logging on to Microsoft 365

Go to <https://portal.office.com>

<p>Enter your HvA email address and click on Next</p>	 <p>The screenshot shows the Microsoft sign-in interface. At the top left is the Microsoft logo. Below it is the heading "Sign in". There 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 right is a blue button labeled "Next".</p>
<p>Wait....</p>	 <p>The screenshot shows a loading screen with the Microsoft logo at the top left. The main text reads "Taking you to your organization's sign-in page". Below this text are two small blue dots, indicating a transition or loading process. At the bottom left is a "Cancel" link.</p>
<p>Fill in your HvA email address and password and Sign-In</p>	 <p>The screenshot shows the sign-in page for Amsterdam University of Applied Sciences (AUAS). At the top left is the AUAS logo, followed by the text "Amsterdam University of Applied Sciences". Below this is the instruction "Sign in with your AUAS-ID or AUAS email address". There are two input fields: "AUAS-ID or AUAS email address" and "Password". Below the input fields is a blue "Sign in" button. At the bottom, there is a notice: "The information on this page is only accessible for visitors with a AUAS-ID or AUAS email address." followed by a security warning: "For security reasons, please log out and exit your web browser when you are done accessing services that require authentication!". At the very bottom are two links: "Forgot your Password?" and "Activate your account?".</p>