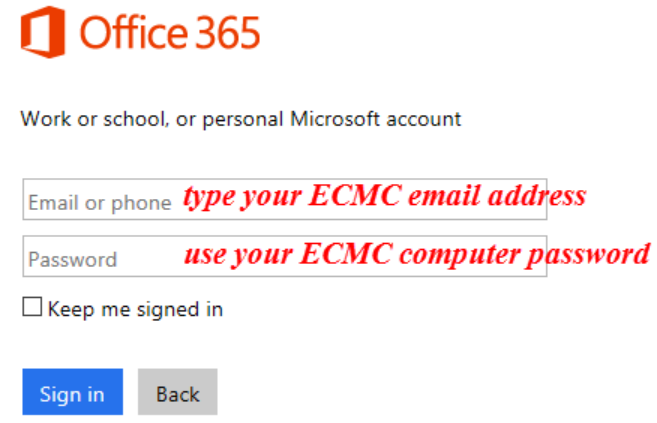
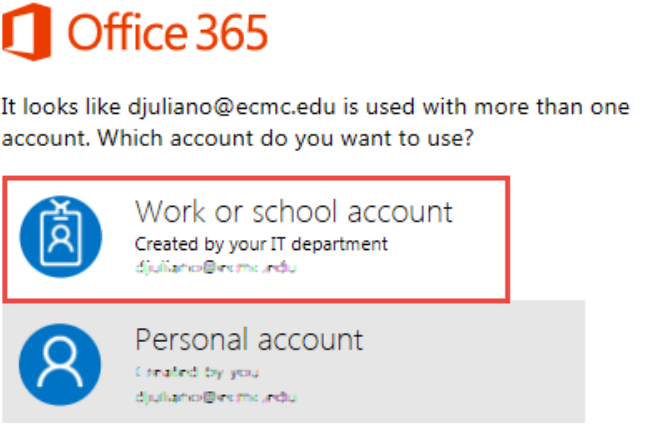
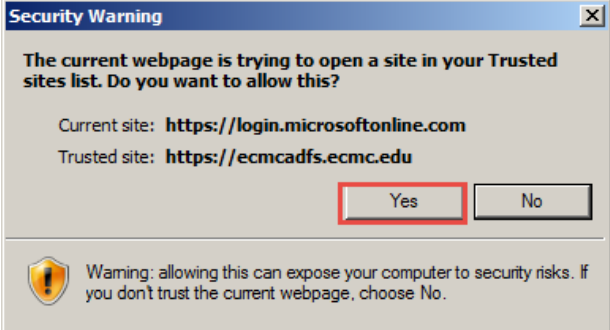
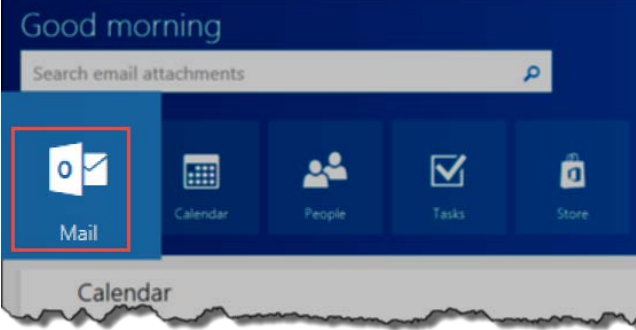


**You have access to Outlook webmail from an internet connected browser. Follow these steps to login and access your email.**

<p>1.</p>	<p>Open up a web browser (<i>Chrome, Firefox, Internet Explorer</i>) and navigate to:  <a href="https://login.microsoftonline.com/">https://login.microsoftonline.com/</a></p>	
<p>2.</p>	<p>Login with your ECMC email (<i>computer</i>) account</p>	 <p>The screenshot shows the Office 365 login page. It includes the Office 365 logo, the text "Work or school, or personal Microsoft account", and two input fields: "Email or phone" with the instruction "type your ECMC email address" and "Password" with the instruction "use your ECMC computer password". There is also a checkbox for "Keep me signed in" and "Sign in" and "Back" buttons.</p>
<p>3.</p>	<p>You may get a screen that asks if you want to use your Work or Personal account, select <b>Work</b></p>	 <p>The screenshot shows the account selection screen. It features the Office 365 logo and the text "It looks like djuliano@ecmc.edu is used with more than one account. Which account do you want to use?". There are two options: "Work or school account" (highlighted with a red box) and "Personal account".</p>
<p>4.</p>	<p>You may get a Security Warning, click on <b>Yes</b>.</p>	 <p>The screenshot shows a "Security Warning" dialog box. The text reads: "The current webpage is trying to open a site in your Trusted sites list. Do you want to allow this?". It lists the "Current site" as "https://login.microsoftonline.com" and the "Trusted site" as "https://ecmcadfs.ecmc.edu". There are "Yes" and "No" buttons, with "Yes" highlighted by a red box. A warning icon and text are at the bottom.</p>
<p>5.</p>	<p>Once logged in, you will be brought to an options page, click <b>Mail</b> to open your email.</p>	 <p>The screenshot shows the Outlook options page. It has a blue header with "Good morning" and a search bar for "Search email attachments". Below are five tiles: "Mail" (highlighted with a red box), "Calendar", "People", "Tasks", and "Store".</p>