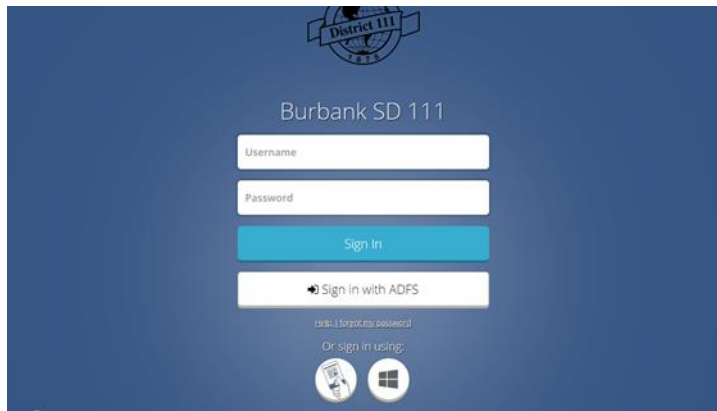


1. Sign In

Sign in by using your network login. Once you log in, connect your Office 365 account in the 'Sign in options' options. Now you can log in using the 'Sign in with Microsoft' button.



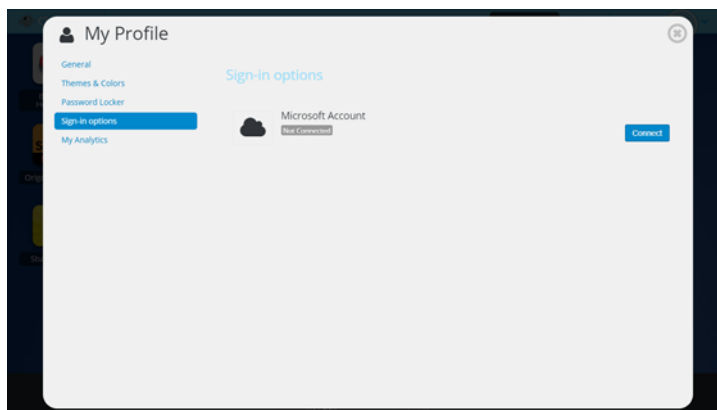
2. My Profile

Here is where you change your profile picture, themes & colors, access your password locker and sign-in options.



3. Sign-in Options

Profile Settings > Sign-in options allows you to connect your Office 365 account with ClassLink in order to use the 'Sign in with Microsoft' button on your login page.



4. My Apps

The My Apps screen is where all of your online resources will be located. Enter your username and password once (if prompted) and ClassLink will remember it for you!



5. Update Password

Right click an app and choose 'Update Password' to update or change your stored username and passwords for your applications. This is if you have entered your username or password incorrectly or if something has changed/updated.



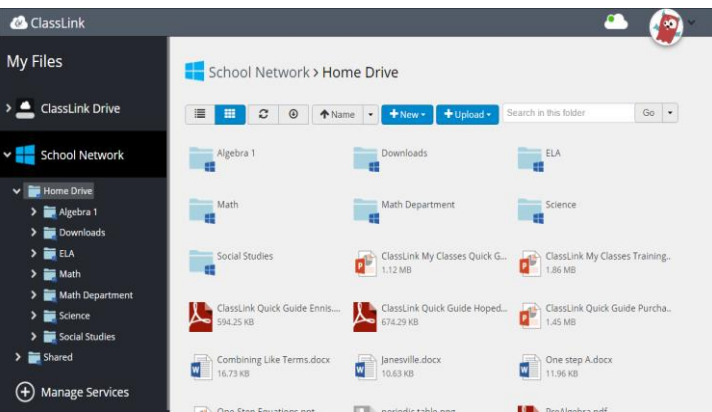
6. App Library

The library contains many educational resources to choose from. Click the Plus (+) on the top left of the My Apps screen. Click Add on any app to place it on your My Apps screen.



7. My Files

My Files > School Network allows you to access your school network drives from any device, any where, any time.



8. Cloud Drives

My Files > Manage Services > Connect allows you to connect your Cloud Drives in ClassLink to access all of your files in one location!

