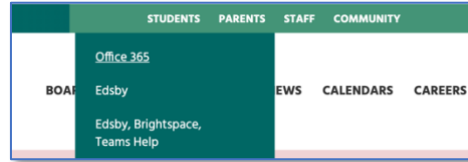


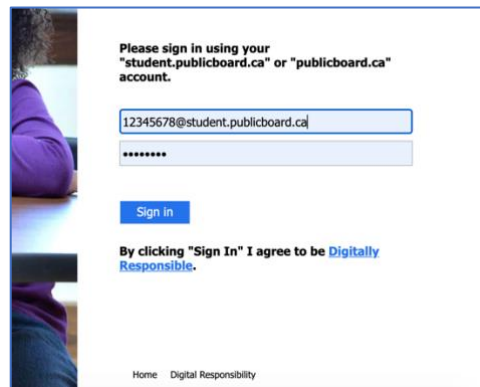
Logging Into O365 and Teams

1. Open up a browser (ex. Chrome, Edge, Safari) and go to www.publicboard.ca
2. Click "Students" at the top of the page and select Office 365.

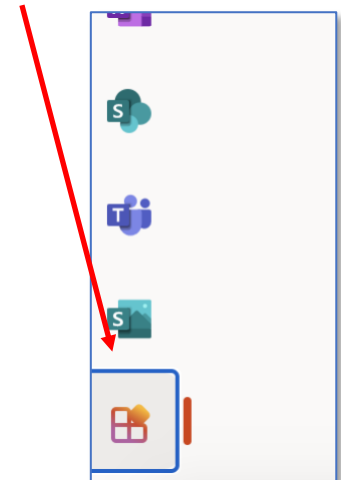
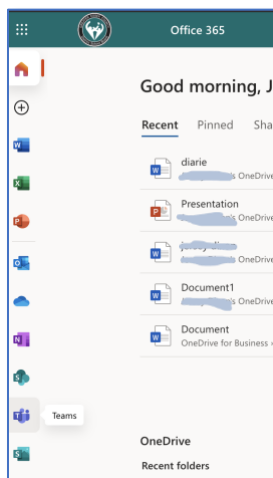


3. Log in with your credentials (studentnumber@student.publicboard.ca) and your password. If you have **NOT** changed your password, the default is first initial, last initial followed by last 3 digits of your student number (ex cg307).

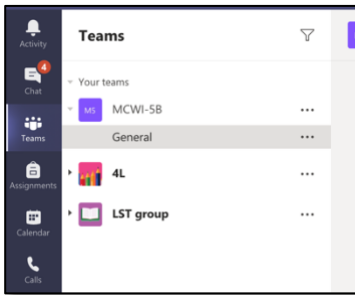
If you are recently registered to GECDSD, you will have been given a password that is not the same as the default above.



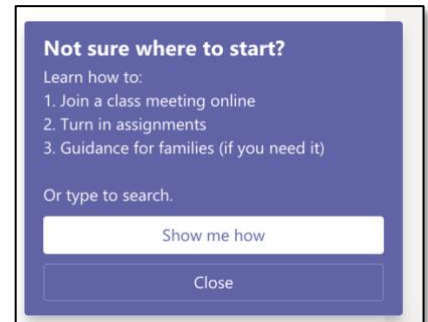
4. Go to Teams. If it doesn't appear, go to the arrow where it says "All Apps"



5. Once in Teams, open your class to see your teacher's message.



If you want to explore using the help dialog box, click "Show me how"



6. You can download the Teams app to your computer or iPad. Return to the home screen with all your apps and you will see "Install Office". You will have more functionality.

