Accessing OneDrive at Home

* Go to Google and search for Office 365 and go to the link that says Office 365 Login, or just type the website address in - <https://www.office.com>
* Click on the button that says Sign In
* Enter your school email address ([username@nottinghamacademy.org](mailto:username@nottinghamacademy.org)) where **username** is your school username, e.g. **smitj12.55**
* Enter your usual school password – Password6
* This will log you in
* You should then be able to access Outlook, OneDrive, etc. by clicking on the buttons

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