Logging Into Office 365

1. Go to [http://go.uis.edu/office365](http://go.uis.edu/office365). Enter your full UIS email address (for example, kmcel2@uis.edu). Click Sign In. (Do not enter your password on this page.)

2. Enter UISAD\NetID in the User Name field (for example, UISAD\kmcel2), then enter your password.

3. Once signed in, you will be taken to the Office 365 portal, where you can install Office, access OneDrive, etc.