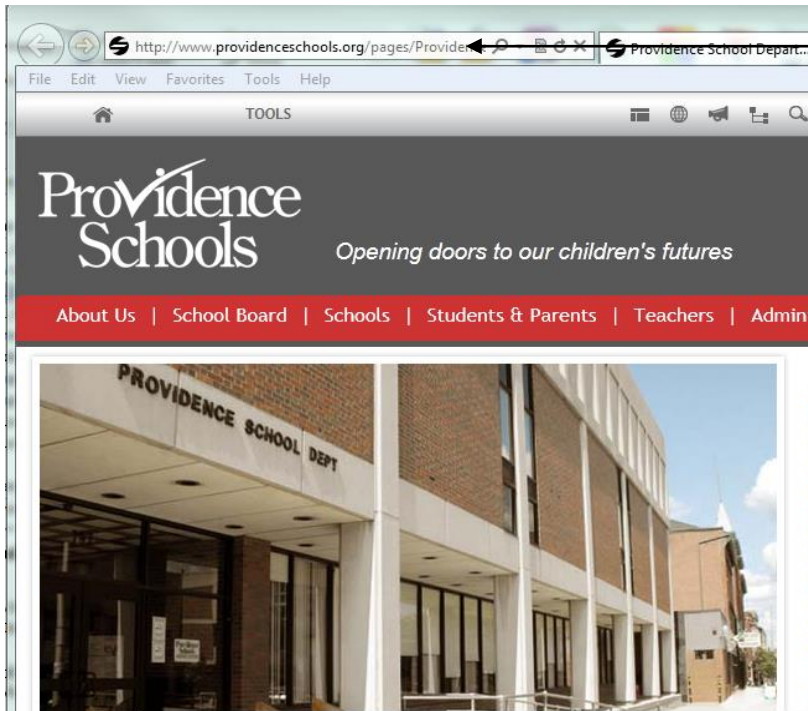


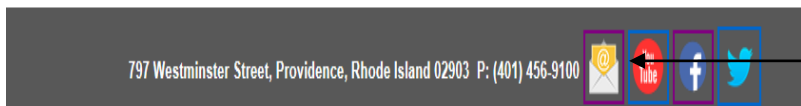
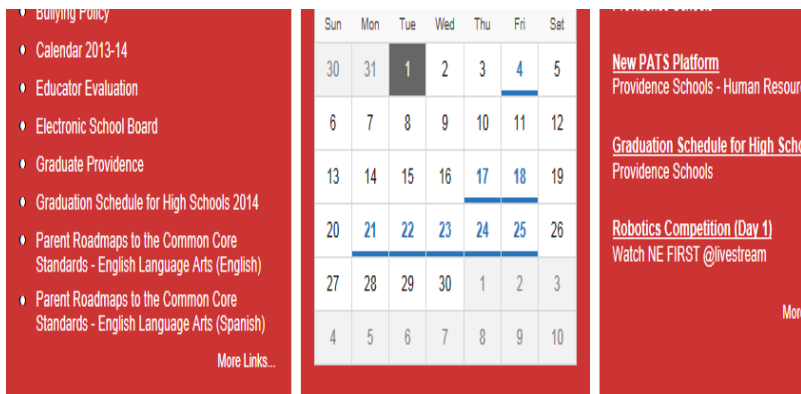
Managing your new student.ppsd.org email account is simple as one-two-three!

Launch Internet Explorer and type the following URL (link):

www.providenceschools.org to sign in to your account.



Scroll down to the bottom of the page and



Click on the “@ Icon”

This link will direct you to **Office 365 Sign In Page** (www.outlook.com/student.ppsd.org)



Sign in with your organizational account

S00001@students.ppsd.org
••••••••

Keep me signed in

Sign in

Can't access your account?

Type in your Email address:
StudentID@students.ppsd.org

- **i.e., Type in your Email Address:**
S000001@students.ppsd.org

Type in your Password:
provided by teacher

- **i.e., Type in your password:**
Office365

Click on **SIGN IN**

Update password

You must update your password because this is the first time that you've signed in or your password has expired.

User ID:

s00001@students.ppsd.org

* Old password:

••••••••

* New password:

••••••••

strong

* Confirm new password:

••••••••

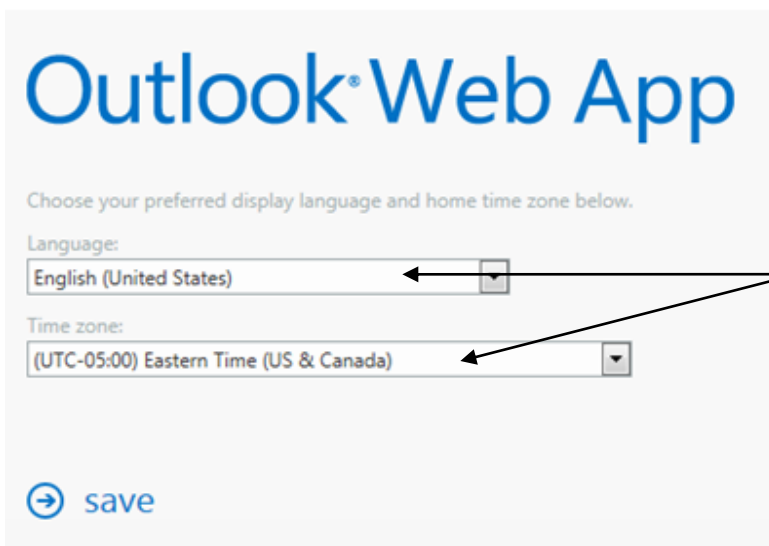
save

Type in your **current password**
(Office365) (*Old Password)

Change your password **NOTE:** Your password is case sensitive and has an eight character minimum, with one uppercase letter, One lowercase letter, and one special character required.

Type in your **new password**

Retype your **new password** in (*Confirm new password)



Language: **English (United States)**

Time Zone: Click on the pull down menu and select **(UTC-05:00) Eastern Time (US & Canada)**

Click on **Save**

You now have access to your Email.

Office 365

+ new mail

search Mail and People

INBOX CONVERSATIONS BY DATE

all unread to me flagged

MONDAY

Microsoft Online Services X ▶
New or modified user account information Mon 8:16p
Attention: A user account was created or modified. R...

OLDER


Microsoft Online Services Team
New or modified user account information 8/15/2013
Attention: A user account was created or modified. R...

Services.Feedback@microsoft.cor
Microsoft Customer Satisfaction Survey 8/14/2013
[cid:0]

Services.Feedback@microsoft.cor
Microsoft Customer Satisfaction Survey 8/9/2013
[cid:0]

Microsoft Customer Support
SRX1212654855ID - NOAM || UTC -6 || Update D 8/7/2013
Hello Cathy, This is Greg with Microsoft Online Ser...

New or modified user account information

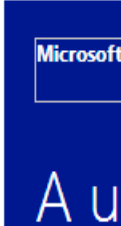
 Microsoft Online Serv
Mon 5/5/2014 8:16 PM

To: HELP - Administrator;

- To help protect your privacy, some content
- To always show content from this sender, click here

Bing Maps

Attention

 Au