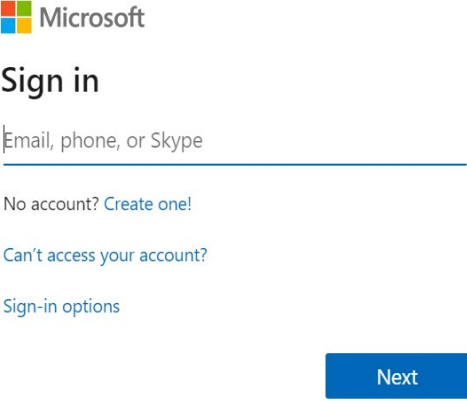
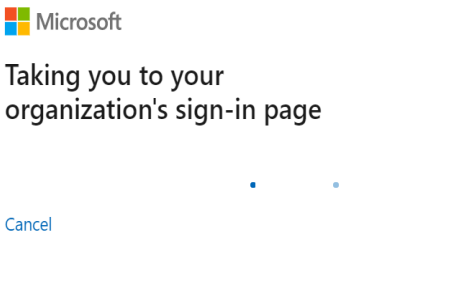
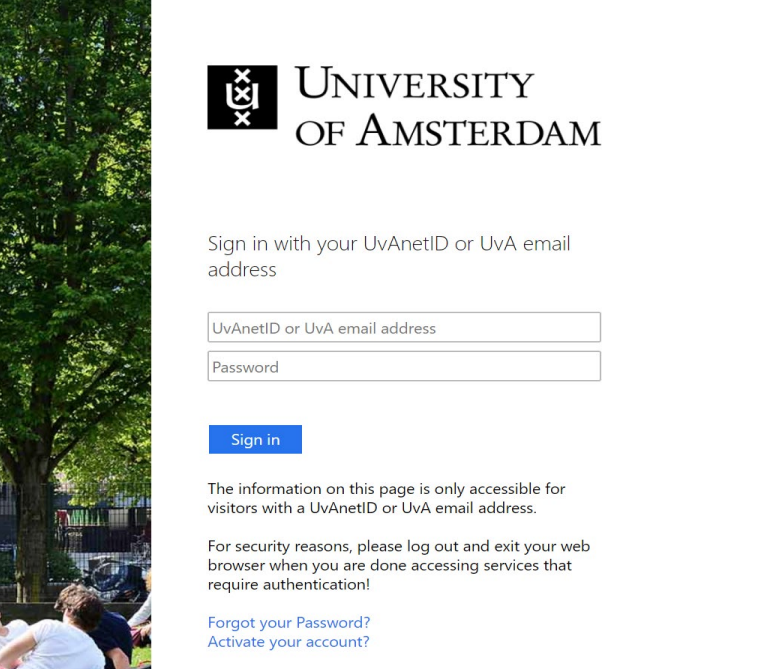


Logging on to Microsoft 365

Go to <https://portal.office.com>

<p>Enter your UvA email address and click on Next</p>	 <p>The screenshot shows the Microsoft sign-in page. At the top left is the Microsoft logo. Below it is the heading "Sign in". There is a text input field with the placeholder text "Email, phone, or Skype". Below the input field are three links: "No account? Create one!", "Can't access your account?", and "Sign-in options". At the bottom right is a blue button labeled "Next".</p>
<p>Wait....</p>	 <p>The screenshot shows a loading screen from Microsoft. At the top left is the Microsoft logo. Below it is the heading "Taking you to your organization's sign-in page". In the center, there are two small blue dots indicating a loading progress. At the bottom left is a blue link labeled "Cancel".</p>
<p>Fill in your UvA email address and password and Sign-In</p>	 <p>The screenshot shows the University of Amsterdam sign-in page. On the left is a vertical image of a tree. To the right of the image is the University of Amsterdam logo, which consists of a black square with a white 'UvA' monogram and the text "UNIVERSITY OF AMSTERDAM" in a serif font. Below the logo is the text "Sign in with your UvAnetID or UvA email address". There are two text input fields: "UvAnetID or UvA email address" and "Password". Below the input fields is a blue button labeled "Sign in". At the bottom, there is a paragraph of text: "The information on this page is only accessible for visitors with a UvAnetID or UvA email address." followed by another paragraph: "For security reasons, please log out and exit your web browser when you are done accessing services that require authentication!". At the very bottom are two links: "Forgot your Password?" and "Activate your account?".</p>