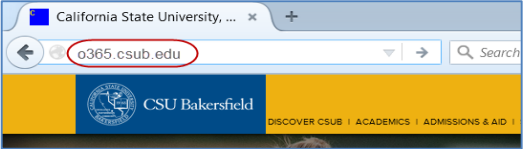
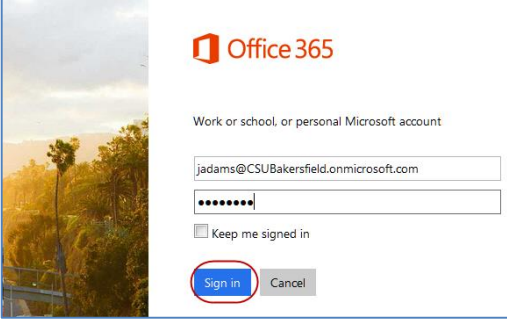
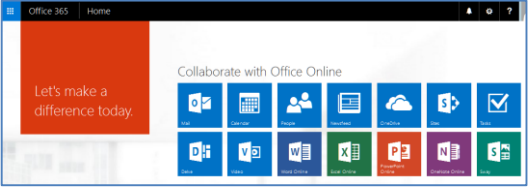






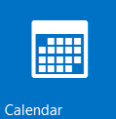




Accessing Office 365 on the Web

You can access Office 365 on the web anytime, you have an Internet connection. These instructions will guide you in this process.

<p>1. Open your web browser and navigate to: o365.csub.edu</p>	
<p>2. On the Office 365 page,</p> <ul style="list-style-type: none"> • Enter your email address (netid@csub.edu) • Enter your password You should use the password that you use for myCSUB (PeopleSoft). • Click Sign In 	
<p>3. Your Office 365 account opens.</p>	
<p>4. To access your email, click the App Launcher button, .</p>	
<p>5. On the Apps page, click the Mail button </p>	
<p>6. To access your calendar, click the App Launcher button, .</p>	
<p>7. On the Apps page, click the Calendar button, </p>	