

Logging into your school email and associated Microsoft 365 apps via Staff Area of Website

Visit website and click on Staff Area (uppermost tab)

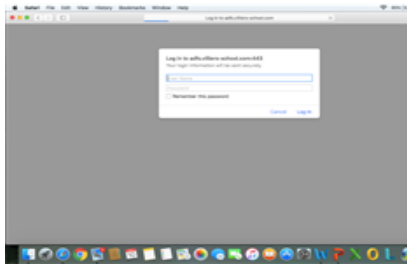
1. Click on the Microsoft Outlook icon
2. You will be brought to this page:



3. Type in your username 20WoodsJ@villiers-school.com
4. You will then be brought to this page (Villiers AFDS) where you will again be asked to input your username and your password:

Username: 20Woodsj@villiers-school.com

Password: (your own personal password)



From here you will have access to the variety of Microsoft Onedrive apps:

- Email - outlook
- Word
- Excel
- Powerpoint
- Teams
- Etc.

