



201 Dover Street, Campbellton, NB E3N 1R3

TELEPHONE: (506)789-2125

FAX: (506)789-2108

Principal: Mr. M. O'Toole

Vice-Principal: Mr. J. Ryan

| STAFF WHO ARE USING OFFICE 365 | | |
|---|--|---|
| Mae Cameron mae.cameron@nbed.nb.ca | Sylvie Drapeau sylvie.drapeau@nbed.nb.ca | Kathryn Henderson Kathryn.henderson@nbed.nb.ca |
| Erin MacDougall erin.macdougall@nbed.nb.ca | Shannon Myles Shannon.myles@nbed.nb.ca | |

How to access Office 365 files from your teachers.

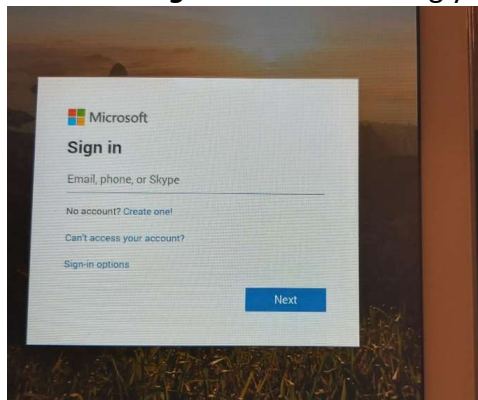
This is available on all tablets, phones, Ipads, computers.

1. Go to your Internet browser.
2. Type in www.office.com

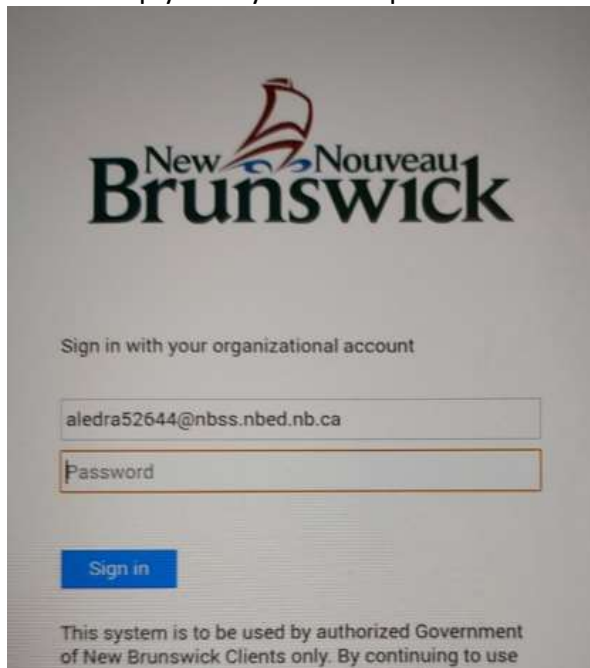
You will see this:



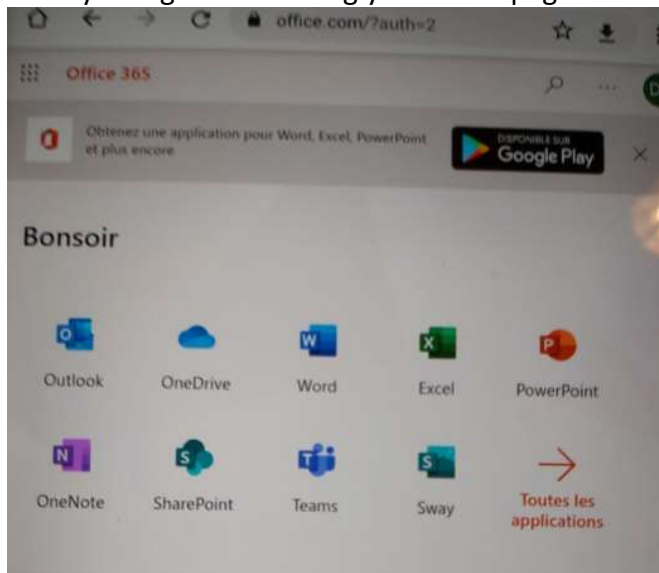
3. Click on **Sign in** and it will bring you to this page:



4. Please enter your username and the password that you were using to log on at school.
If you forgot your password, please email Mde. Drapeau at sylvie.drapeau@nbed.nb.ca and she will reply with your reset password



After you log in It will bring you to this page:



If your teacher is using **OneNote** or **Teams**, you will have to check your emails through **Outlook**. (If you are not sure, please email your teacher using the address above).

With this, you will have access to Word, PowerPoint and Excel to help you with your Home Learning.

If you have any questions or issues accessing the “Home Learning” for your child please email the corresponding teacher. If you any further questions, you can email Michael O’Toole – michael.otoole@nbed.nb.ca (Principal) or James Ryan – James.ryan@nbed.nb.ca (Vice-Principal)