Using Office 365 Online
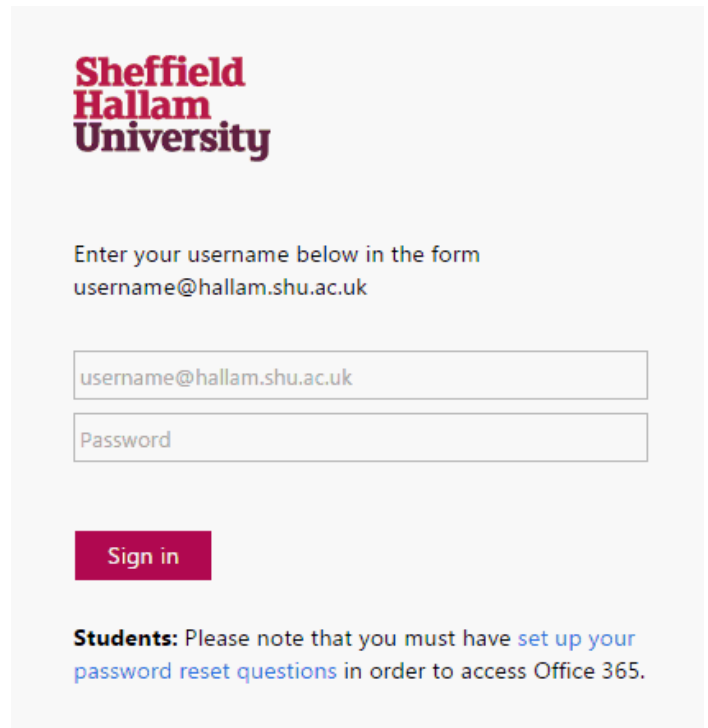
Using Office 365 in a web browser on any computer or device

Note: Functionality between platforms may vary.

1. Go to http://go.shu.ac.uk/office365
2. Enter your username in the format username@hallam.shu.ac.uk where username is your normal university login
3. Enter your password and sign in

Sheffield Hallam University

Enter your username below in the form username@hallam.shu.ac.uk

username@hallam.shu.ac.uk

Password

Sign in

Students: Please note that you must have set up your password reset questions in order to access Office 365.
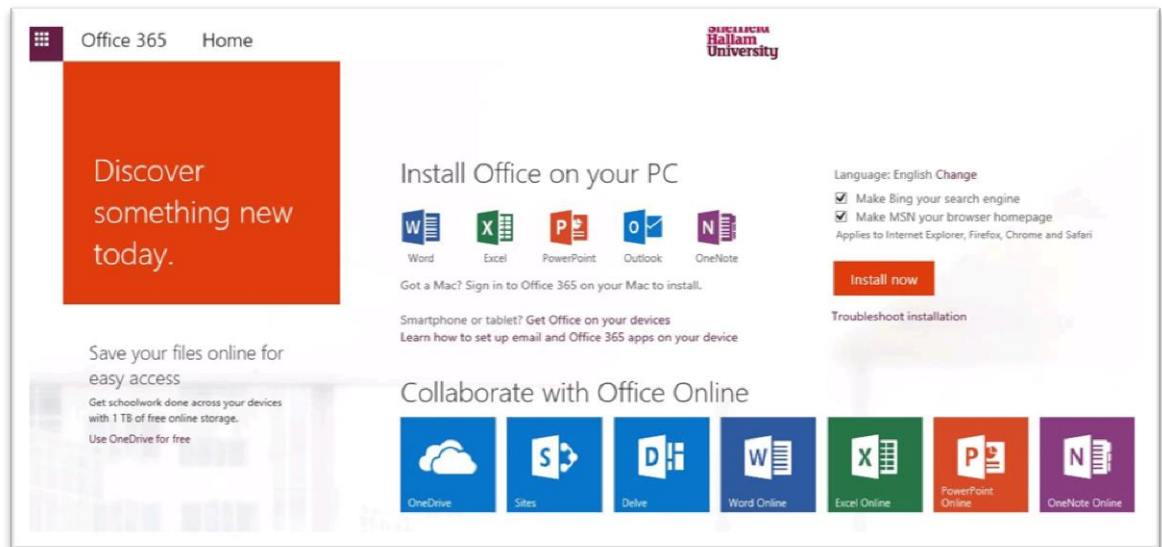
4. You will then see the Office 365 home page

5. Select the app you want to use from this section of the page:

6. The app will open in your web browser.