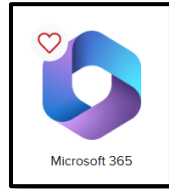
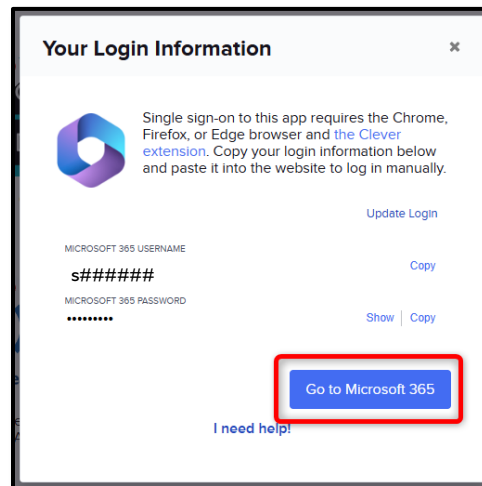


How to Log into Outlook for Students

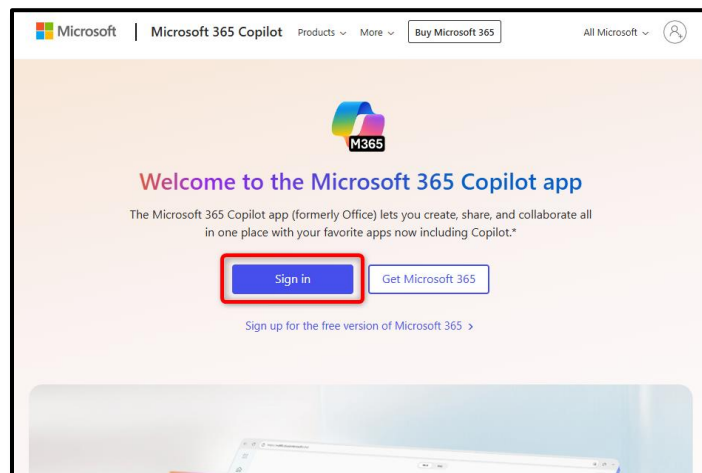
1. Log into Clever
2. Click Microsoft 365 under Student Applications



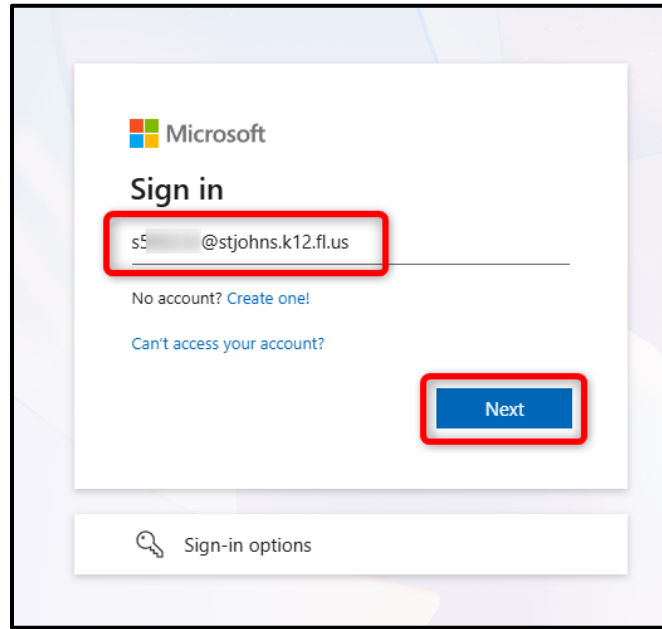
3. Ensure that your SJCS D credentials (username – s##### and password) are correct and click Go to Microsoft 365



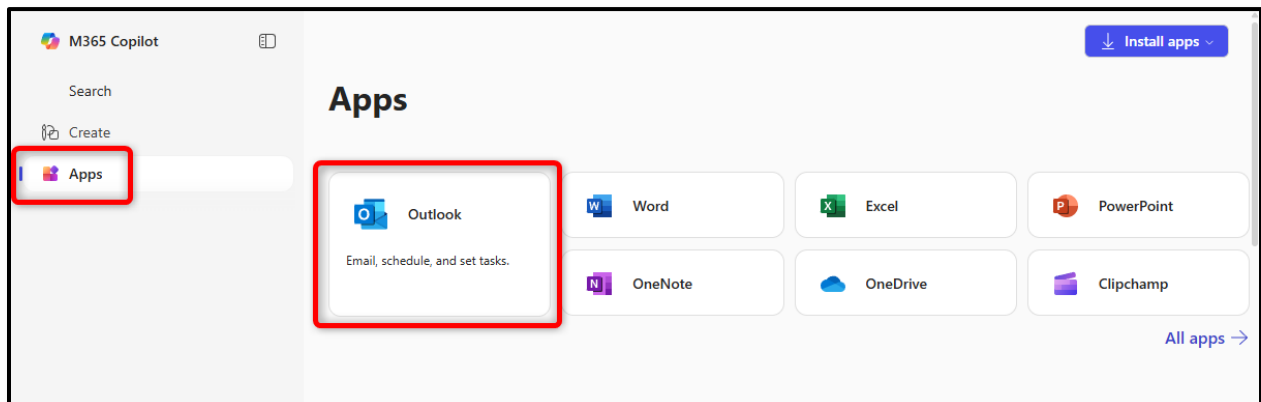
4. If you're not automatically signed into Microsoft 365, click Sign in



5. Type your email address (s#####@stjohns.k12.fl.us) and click Next



6. Click Apps then click Outlook



7. Click inbox to view emails sent to you
8. You will receive an email from Media Services with Dual Enrollment in the subject line

