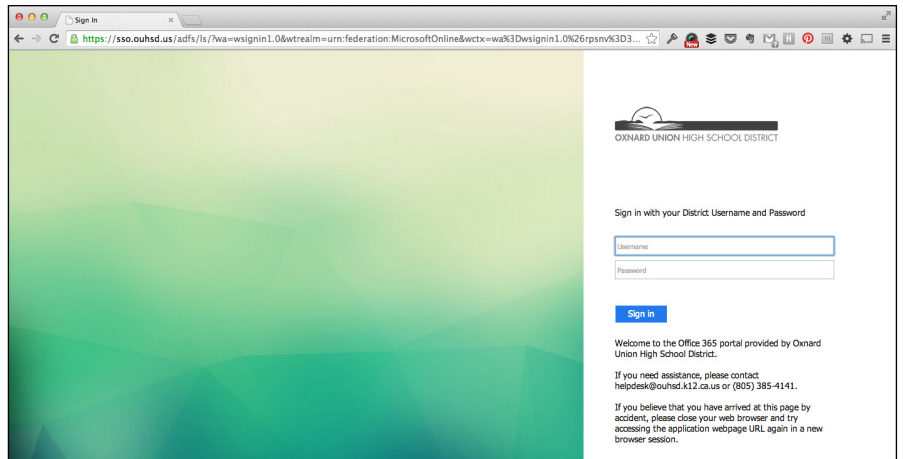


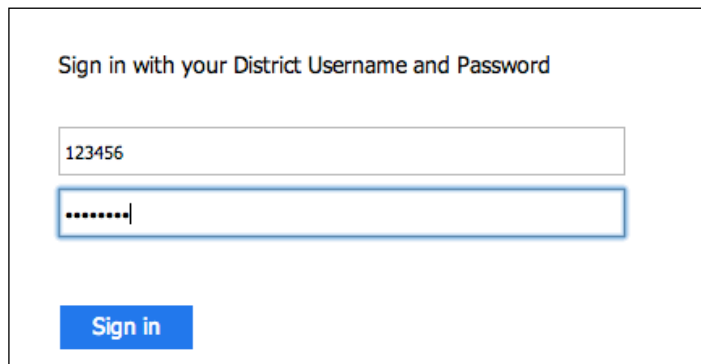
Go to Sign In Page

Go to www.outlook.com/ouhsd.us to sign in.



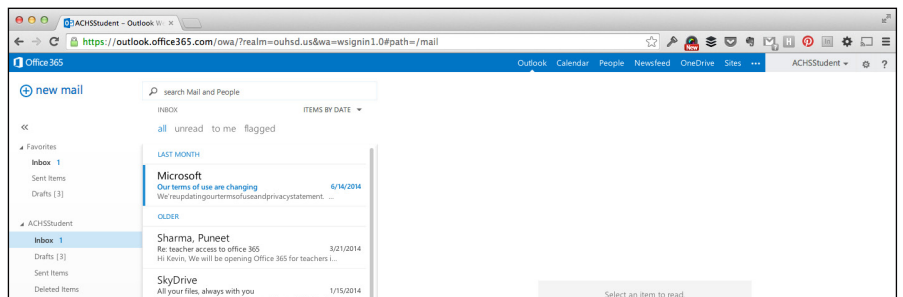
How to Sign In

1. Enter your Student ID number as the **Username**.
2. Then enter the **Password** you use to sign in to school computers.

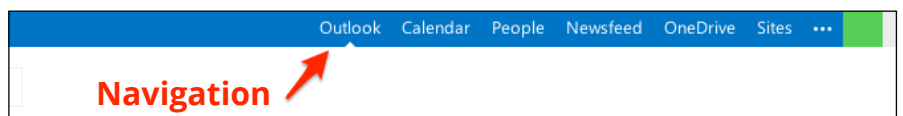


After Signing In

1. When you sign in, the Outlook view displays by default.
2. You will notice in the navigation are the additional tab areas such as Calendar, People, OneDrive.



Navigation Bar



Go to OneDrive

On the top blue bar click on the OneDrive link and you will see all of your documents.

(Your OneDrive is also your Local Drive)

