

Fix Login Issues

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Overview

Getting logged into the many different systems supported by the Sioux City Community School District can be a challenge. By following the process in this document, you can avoid some of those login issues.

Prerequisite

Before making this change, you must be logged into your system, Clever and Smoothwall. If you are not sure if this has been accomplished, please refer to the document **START HERE – Using Your Laptop** and the sections Log into Your System, Log into Clever and Log into Smoothwall.



Create an Office 365 Account





5) Click on Accounts	
Display, sound, notifications, power	Devices Bluetooth, printers, mouse
Apps Uninstall, defaults, optional features	Accounts Your accounts, email, sync, work, other people
6) Click on Email & app accounts	
7) Click on Add an account	
← Settings	
ல் Home	Email & app accounts
Find a setting	Email, calendar, and contacts
Accounts 6	Add an account
RE Your info	
Email & app accounts	Accounts used by other apps
8) Click on Office 365	
Add an account Add an account to Mail, Ca email, calendar events, and Outlook.com Outlook.com, Live.com, F Office 365 Office 365, Exchange Google	X alendar, and People to access your d contacts. Hotmail, MSN





12) Click OK Stay signed in to all your apps Windows will remember your account and automatically sign you in to your apps and websites on this device. You may need to let your organization manage some settings on your device. Allow my organization to manage my device No, sign in to this app only 13) Click Done You're all set! We've added your account successfully. You now have access to your organization's apps and services. Done 14) Click Done All done! Your account was set up successfully. casottc20@live.siouxcityschools.com Mail gets even better with Outlook on the phone Connect to any email account 4.94 and access work and personal calendars on the go. It's free! 900 Get the app 14 Done 15) Open up Teams and the student will automatically be logged in.

