

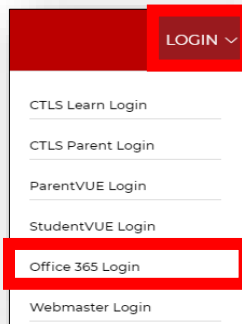
# How Students Access Teams

These directions explain how students access Teams in Office 365 from home.

1. Go to the Cobb County School District website at [www.cobbk12.org](http://www.cobbk12.org).

2. Click **Login**.

3. Click **Office 365 Sign-in**.



4. Students will **enter their username and password** on the sign-in page and **click Sign-in**.

Students can log in using one of these usernames:

- a. *firstname.lastname*
- b. [firstname.lastname@students.cobbk12.org](mailto:firstname.lastname@students.cobbk12.org)

*Note: If students have a three-digit number in their username, it must be entered after the last name.*

*Password = School Computer Password*



5. Once logged in the student will see his or her **Office 365 Dashboard**. Click to open the **Teams** application.

