

Student Office 365 sign in

1. Got to: <http://portal.microsoftonline.com/> This can be found at www.svecsd.org -> Staff menu -> Office 365/Webmail.
2. At the Microsoft login screen enter your email address Lastname-firstname@sp.gstbooces.org.
3. When asked if the account is a personal or a work/school account, choose work or school account.
4. At the enter password screen, enter your password for your account.
5. You will be asked to stay signed in. Choose no so that anyone using the device will not have easy access to your account if you are away.

Note: If you are still having issues please fill out our student help request at this link: [Student Support Request](#)