

## Year 10, 11 and Sixth Form School Email Account, MS Teams and MS Office Online



Students can access their school email and use MS Office products online by using Office 365 <https://login.microsoftonline.com>

The username to login is your normal school network username followed by  
[@cardinal-heenan.org.uk](mailto:15smithj@cardinal-heenan.org.uk)

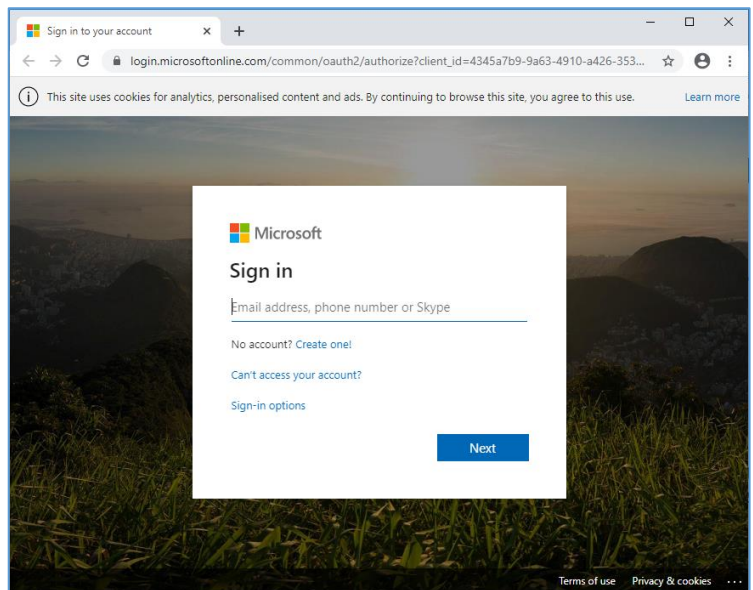
For example, if your username is

**15smithj**

...then your login would be

**15smithj@cardinal-heenan.org.uk**

The password is your normal school network password.



When logged in, you will see that you have access to free online versions of;

- Outlook (for email)
- Word
- PowerPoint
- Excel
- Teams

