

How to sign into Office 365

Office 365 includes Microsoft Office 2016 applications, Email, Calendar, and OneDrive storage.

Office 365 is the primary method of communication from the college to students, between students and their instructors.

Go to <http://www.wilkescc.edu/wccproowler/> and select the **Office 365** icon located on the WCC Prowler Page.

This will take you to the Office 365 sign in screen. Or go directly to www.portal.office.com



Work or school account

Keep me signed in

Sign in

Back

[Can't access your account?](#)

Enter your Office 365 email address and your current password created in Password Reset.

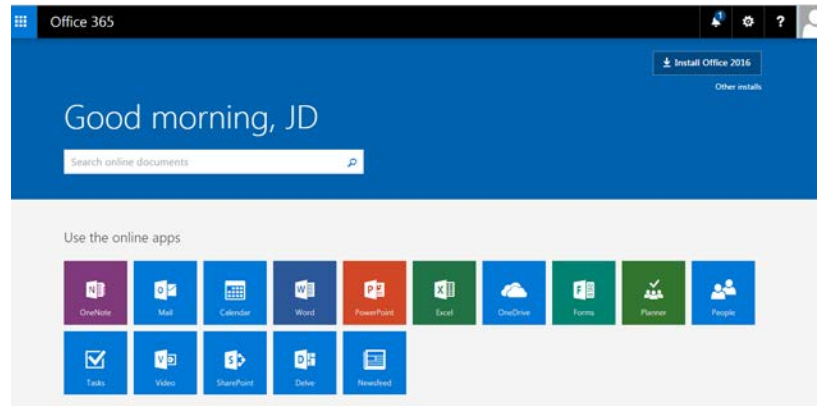
Office 365 email address is your UserID@students.wilkescc.edu

Example jdstudent123@students.wilkescc.edu

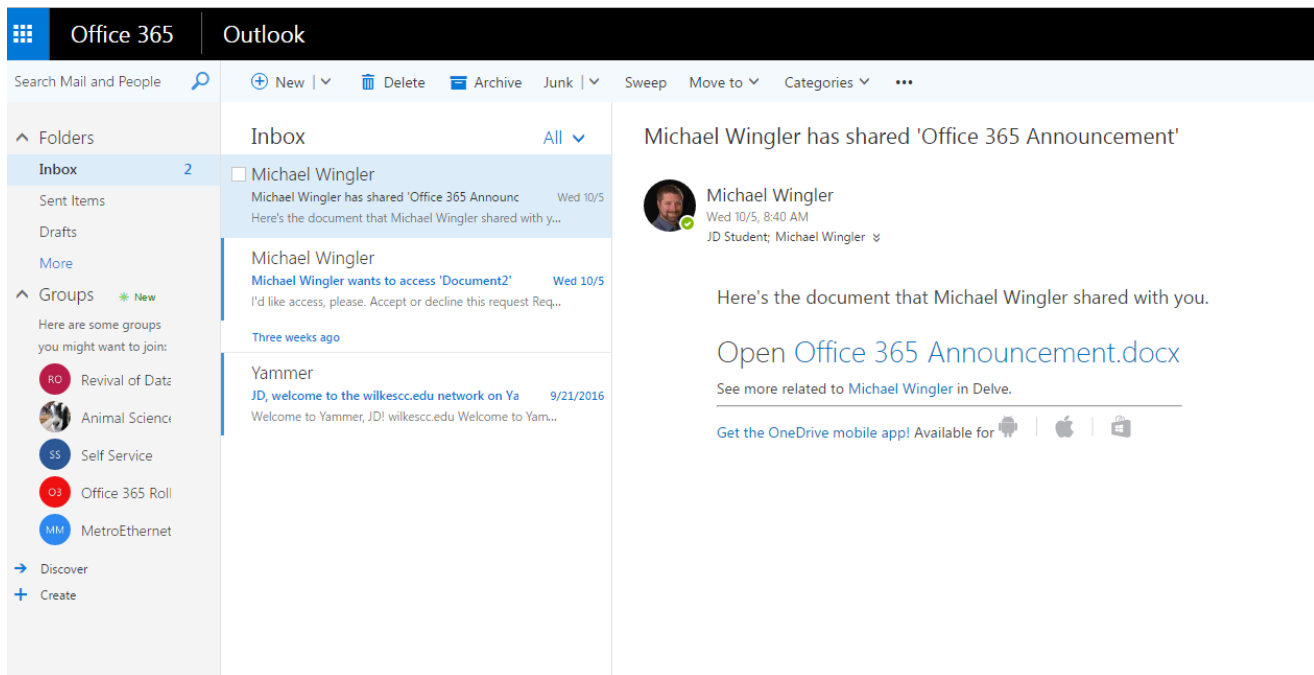
To find your WebAdvisor UserID, see the instructions on the WCC Prowler Help Page.

Click **Sign In** when ready.

Users have access to all the apps listed in their home screen. Just click an application to launch.



To check your emails in Office 365, select the **Mail** app icon in the home screen. This will launch the Outlook application. Here you will have access to all your college emails.



Users can also download and install Microsoft Office to their home computer, tablet, and smartphone for quick access to their account information.

Always **Sign out** when finished.

