**How to get into “Microsoft teams”**

**\*Remember, if it asks you to sign in, your User name is this domain:**

**Ex:** **AmyWhe000123@student.nbed.nb.ca** **; Then your usual password.**

**(Use your name and code here)**

1. Go to the JMH Homepage <http://jmh.nbed.nb.ca/>



2. Scroll down to the “Quick Links” and go into “Office 365”



3. Hover your mouse over to the “Teams” Tile and click on it!



**When you sign in the first time, I think this is where it asks for your User name and Password. Remember to use this domain: Ex:** **AmyWhe000123@student.nbed.nb.ca** **; then your usual password.**

 **(Use your name and code here)**