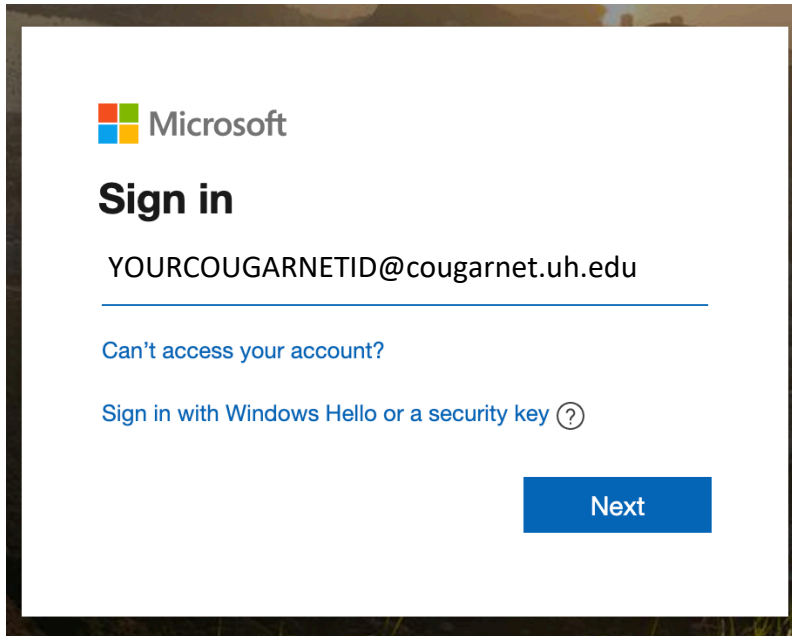


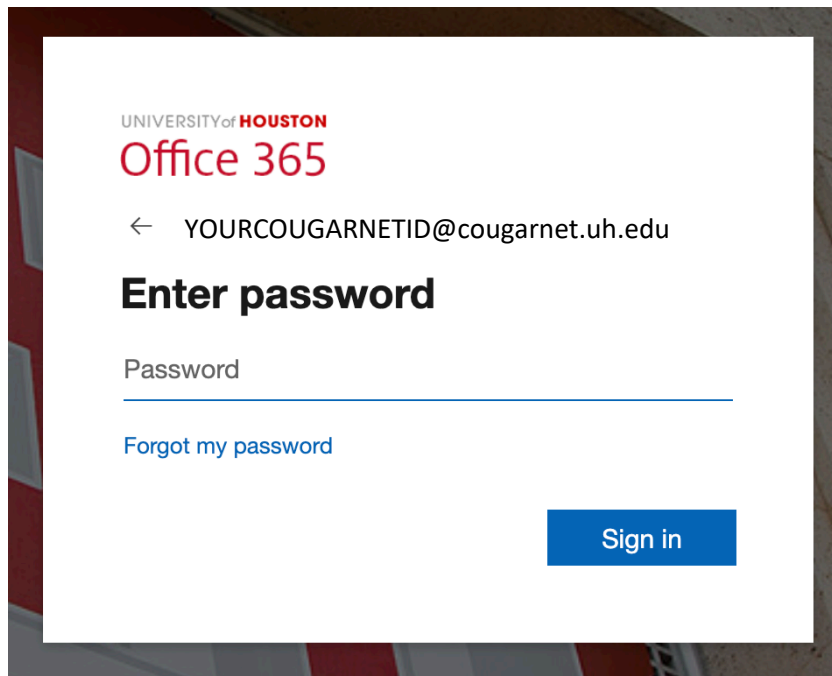
How to Login to Office 365 and Access Microsoft Teams

1. Go to <https://login.microsoft.com>
2. Enter **yourcougarnetid@cougarnet.uh.edu** Your cougarnet ID is usually your first initial and some amount of your last name with maybe a number at the end. Note this is not the people soft ID number.



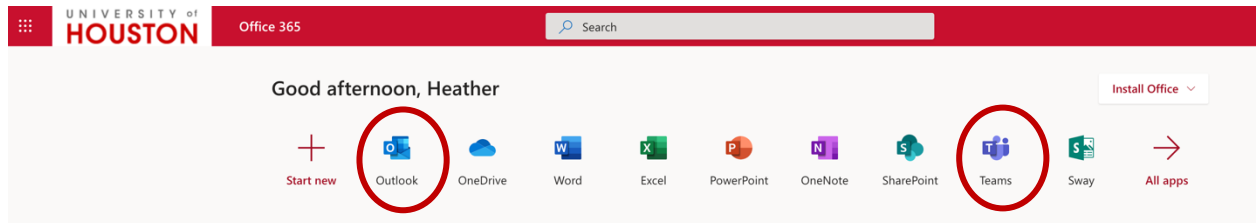
The screenshot shows the Microsoft sign-in interface. At the top left is the Microsoft logo. Below it, the text "Sign in" is displayed in a large, bold font. Underneath, the email address "YOURCOUGARNETID@cougarnet.uh.edu" is entered into a text field. Below the text field, there are two links: "Can't access your account?" and "Sign in with Windows Hello or a security key" with a question mark icon. At the bottom right, there is a blue button labeled "Next".

3. Enter your existing CougarNet password as your password. If you need to reset your CougarNet password please visit [UH Password Wizard](#)




The screenshot shows the University of Houston Office 365 password entry page. At the top left, the text "UNIVERSITY of HOUSTON" is displayed in a small font, followed by "Office 365" in a large, bold font. Below this, there is a back arrow icon and the email address "YOURCOUGARNETID@cougarnet.uh.edu". The main heading "Enter password" is displayed in a large, bold font. Underneath, the word "Password" is displayed above a text field. Below the text field, there is a link "Forgot my password". At the bottom right, there is a blue button labeled "Sign in".

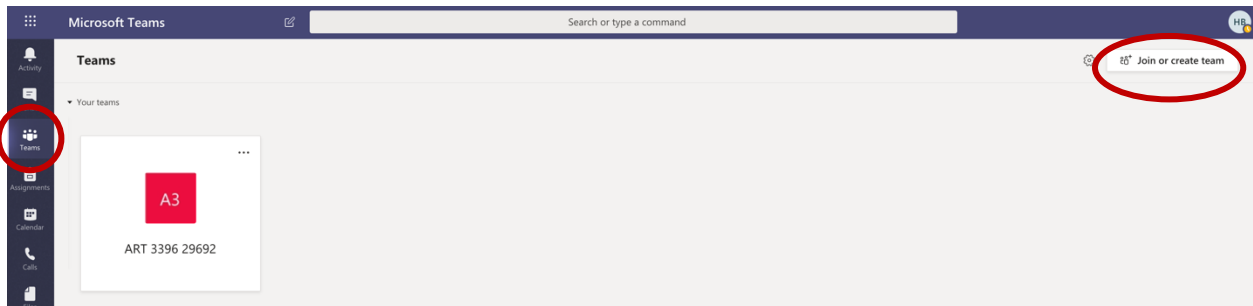
4. You now have access to Office 365, this includes your official UH email via Outlook as well as Microsoft Teams!



Viewing Teams and Joining a Team with a Code

1. Access all your Microsoft teams by click the icon  on the left-hand side.
Classes you are already enrolled in will appear here.

2. Then click 



3. From here you will enter the code provided by your professor.

