

To use your online student accounts from any Internet source outside of the school:

To access Microsoft Office 365:

Type into the address bar: **portal.office.com**

Enter your username: [Lnameid#@rhcsd.org](mailto:Lnameid#@rhcsd.org)

Enter your password: **Same as when you log onto the school network**



*You will have access to your school documents as well as the apps we use at school such as Word, Excel, Power Point, OneNote, OneDrive, , Teams, Calendar....*

**These apps may also be downloaded onto smartphones from your app store.  
Log in as above.**

To use your online student accounts from any Internet source outside of the school:

To access Microsoft Office 365:

Type into the address bar: **portal.office.com**

Enter your username: [Lnameid#@rhcsd.org](mailto:Lnameid#@rhcsd.org)

Enter your password: **Same as when you log onto the school network**



*You will have access to your school documents as well as the apps we use at school such as Word, Excel, Power Point, OneNote, OneDrive, , Teams, Calendar....*

**These apps may also be downloaded onto smartphones from your app store.  
Log in as above.**