



## Microsoft 365

Access your work from anywhere  
Email, files, and apps – no installation required



Start with Outlook

[outlook.cloud.microsoft](https://outlook.cloud.microsoft)

*Sign in from any browser*



App Launcher

Easy access to Microsoft 365 apps

*The 9-dot app menu (top-left)*



Teams

Shared files



OneDrive

Personal files



Word, Excel, PowerPoint

Create and edit files

**Tip:** Bookmark [outlook.cloud.microsoft](https://outlook.cloud.microsoft) for fast access next time