Login to Office 365 Online Portal

Office 365 Online Portal:
Login to Office 365 Online (this is the new Outlook Web Access portal page – accessing your email from anywhere):

How to login:
- **Online Portal Address:** [https://portal.office.com](https://portal.office.com)
- **What is My Microsoft Outlook Office 365 Login:** Your email address (ie: firstname.lastname@vermont.gov)
- **Password:** This is the same password as your login account
- **We recommend to NOT check the box – Keep me signed in.**
  **Never check that box when you are using a public or shared computer.**

Once you login, you will be presented with the Microsoft applications. To open Email, click on the Mail icon.

Getting started in Outlook Web App:

More Office 365 training information located here: [http://dii.vermont.gov/support/ms365](http://dii.vermont.gov/support/ms365)