

How to login Office 365 webmail and change password

Date: July 2017. Documented by Stephen

Open the Internet Explorer or other browser, go to <https://login.microsoftonline.com>

Enter your email: [xxxxx@yourdomain.com](#) (Full email address)

Enter your password: xxxxxxx (Your secret password)

Click the "Sign in" button to log in your webmail



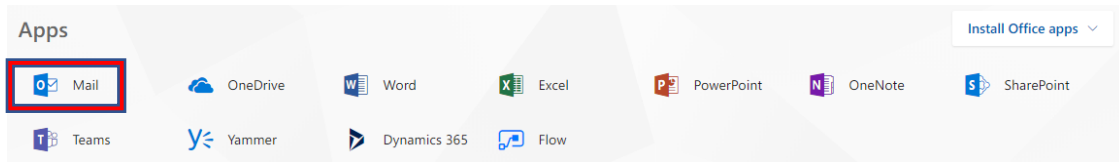
Work or school, or personal Microsoft account

Keep me signed in

[Sign in](#)

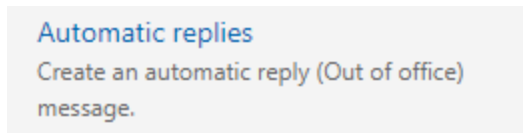
[Can't access your account?](#)

In Office 365 home page, click the Mail to access your webmail



How to setup a vacation message

Click the “Gear” icon and click the Automatic Replies.



If there is no Automatic Replies, on the “Search all setting” type in Automatic Replies.

