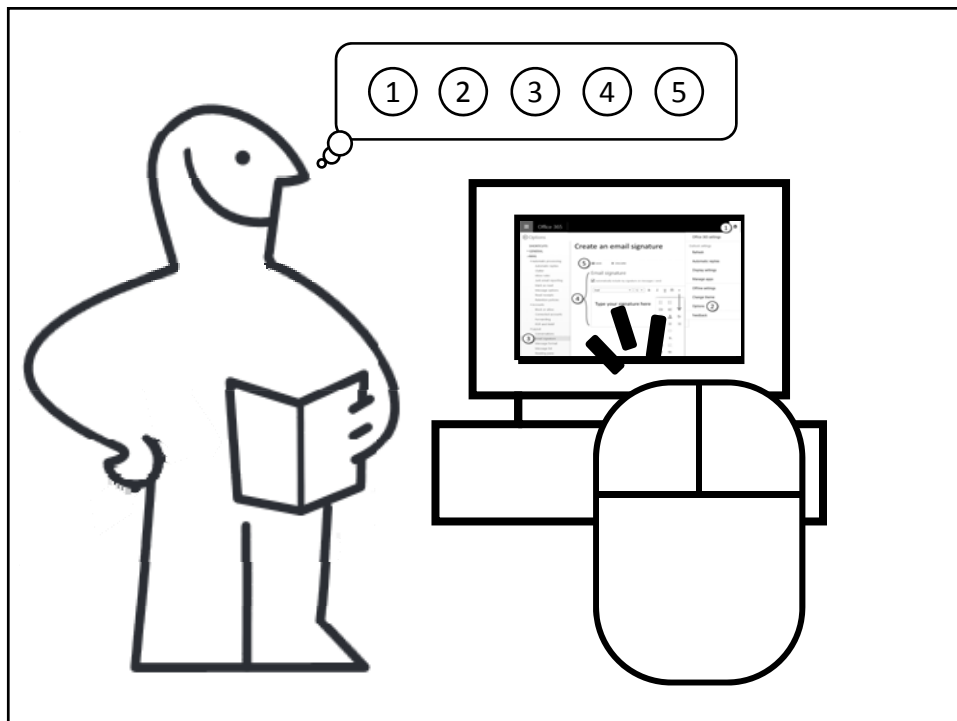
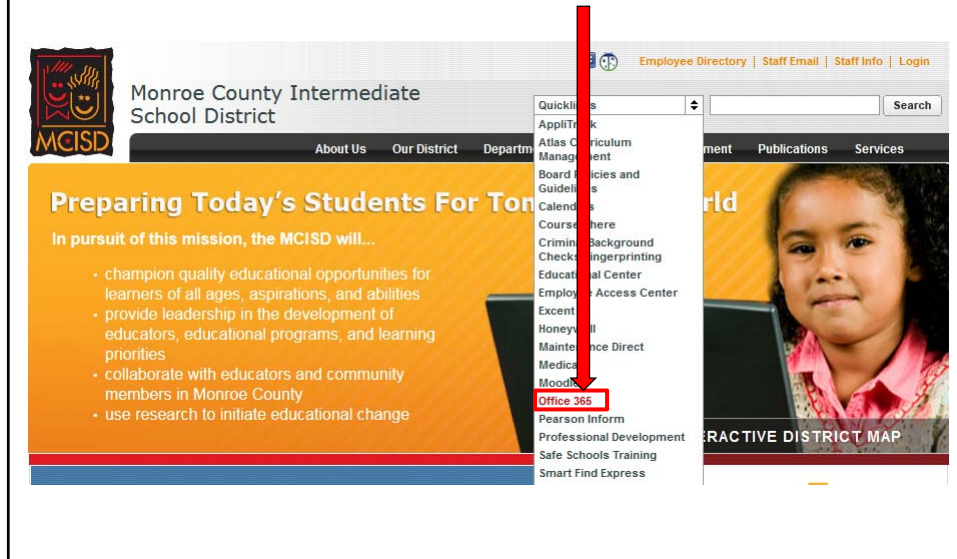
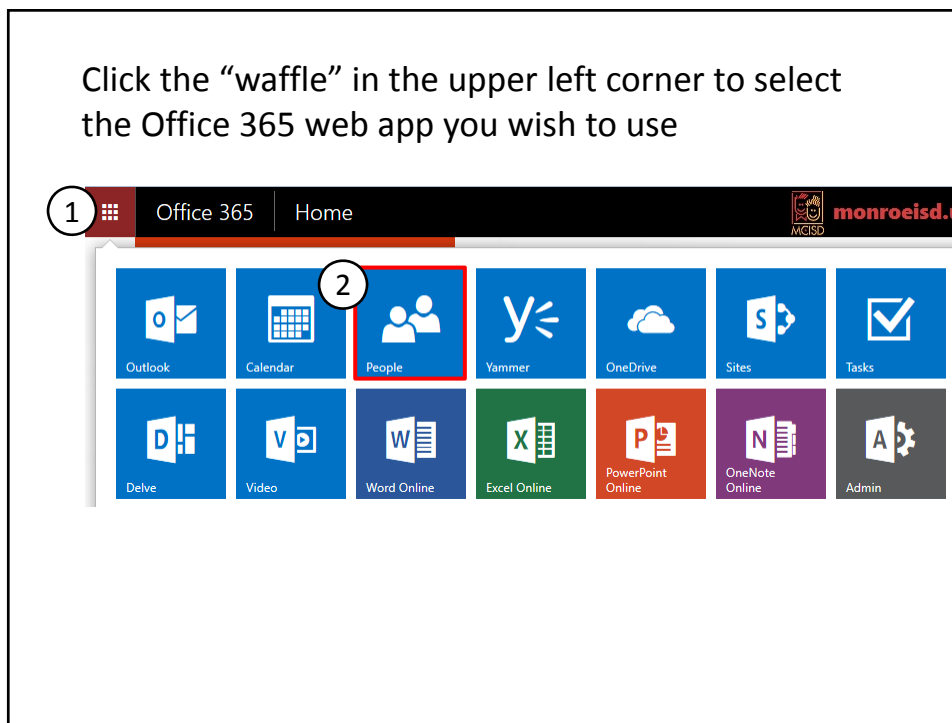
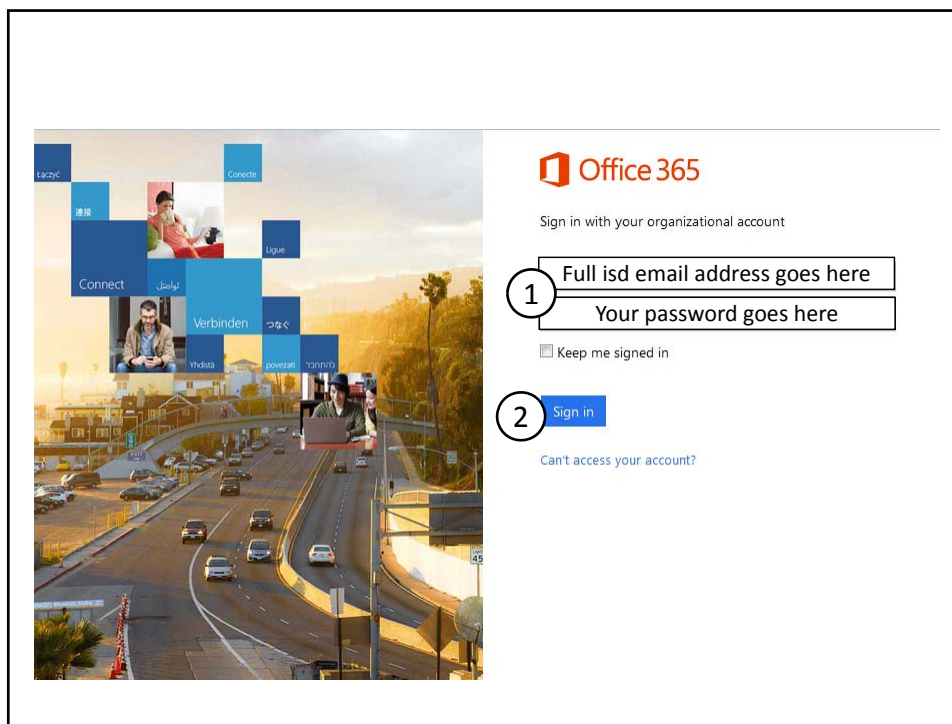


Link to Office 365 log in page is
found under Quicklinks





Add a contact

Office 365 People

1 New 2 All People Lists MY CONTACTS

Search my contacts

My Contacts

Directory

Groups New

Groups bring people together. Join a group or create one.

Browse groups

Create group

What would you like to do?

Create contact
Create a new contact for someone you interact with. Find it under My Contacts.

Create contact list
Create a list of people you want to send email to at the same time. Find it under My Contacts.

Create group
Create a space for sharing conversations, documents, and a calendar with others. Find it under Groups.

Cancel

4 SAVE DISCARD

First name: Middle name:

Last name:

5 Email

Email:

Display as:

6 Work

7 Address

8 Other

9 Phone

10 IM

11 Notes

Edit a contact

Office 365 People

New All People Lists MY CONTACTS

Search my contacts

My Contact 1

Directory

Groups New

Groups bring people together. Join a group or create one.

Browse groups

Create group

2

3 John Doe Edit ...

4

5 SAVE DISCARD

Send notare

Link Outloc

Manag

First name: Middle name:

Last name: Doe

6 Email

Email: notarealemail@monroeisd.us

Display as: John Doe (notarealemail@monroeisd.us)

7 Work

8 Address

9 Other

10 Phone

