



We are pleased to share with you your Microsoft 365 account details. Please do not share this with anyone.

USERNAME/12-DIGIT LEARNER REFERENCE NUMBER (LRN): \_\_\_\_\_\_\_
TEMPORARY PASSWORD: \_\_\_\_\_\_

With your own Microsoft 365 Education account from the Department of Education you may enjoy access to apps that lets you:



Create assignments and projects using Word, PowerPoint, and Excel



Get 5TB of online storage for files that you can access anywhere using OneDrive



Enjoy fun and interactive learning experiences with Minecraft for Education



Experience a refreshed look and new functionalities of Windows 11



Chat, call, and interact with your teachers and classmates through Teams

## Steps to activate your Microsoft 365 account if you received your username & temporary password via email



STEP 1

Login to <u>teams.microsoft.com</u> using your given username and temporary password.



STEP 2

Set a new password and confirm.



STEP 3

Register one of the following security details to your account to retrieve your account in case you forget your password: Mobile number, Personal email address, or Security questions

## Make sure to take advantage of your student use benefits by making the most out of your account:



Download the Office 365 apps

https://www.microsoft.com/en -ph/education/ products/office



Download the Minecraft Education Edition

https:// education.minecraft.net/ getstarted/



How to download Windows
11

https://aka.ms/ DepEdWindows11



**Download Teams here** 

teams.microsoft.com

If you have questions, you can visit this link: https://aka.ms/MSFAQS or talk to us at external.m365studenthelp@deped.gov.ph

