1. When prompted to sign in, enter employee#@dadeschools.net and click Next

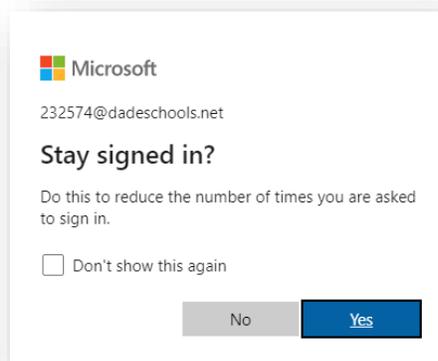**You will then be prompted for your Dadeschool's password, then click Sign in**

Microsoft

Sign in

Email, phone, or Skype

No account? Create one!

Can't access your account?

Sign-in options

Next

Microsoft

← 265330@dadeschools.net

Enter password

Password

Forgot my password

Sign in
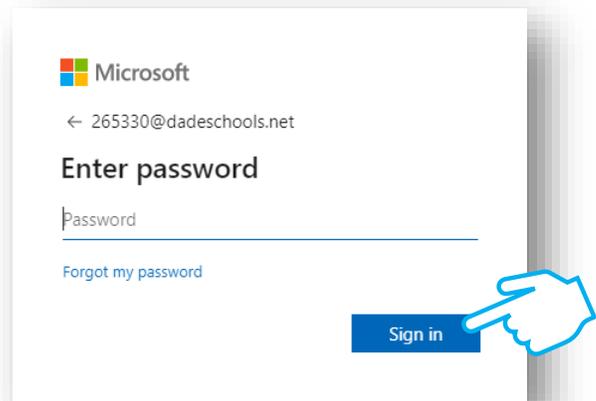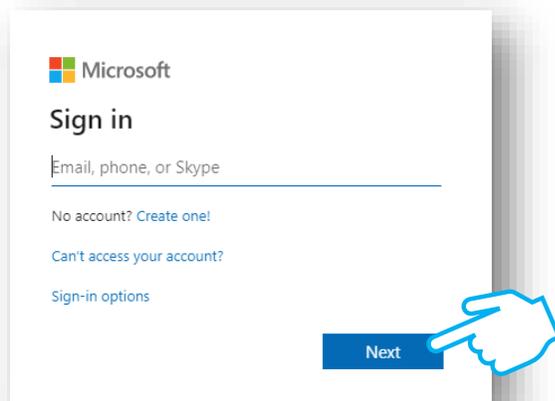
You may choose to Stay Signed in if using your own personal computer

Microsoft

232574@dadeschools.net

Stay signed in?

Do this to reduce the number of times you are asked to sign in.
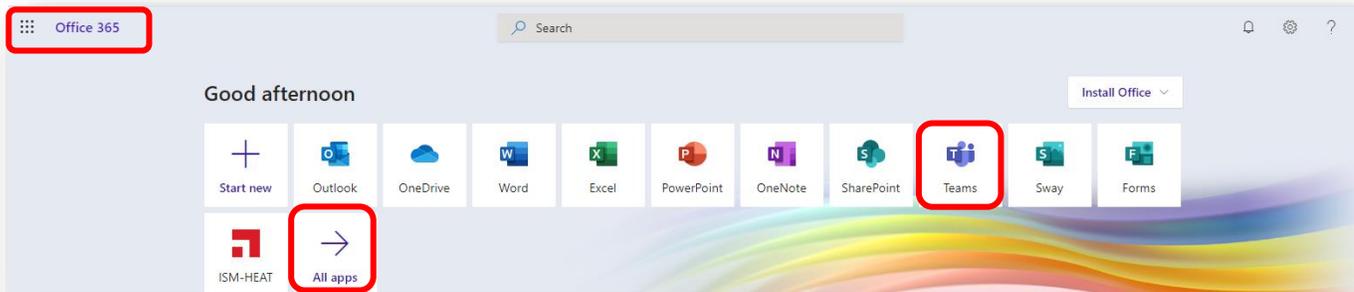
☐ Don't show this again

No   Yes

To access Teams and Outlook, proceed to step 2. To access SAP, eSAS, ISM, and other resources, skip to step 3.

2. Once inside Office 365, you will see your Outlook, OneDrive, Teams and other icons. To access other employee resources, click the Waffle Icon on the upper left hand corner ⠿ Office 365 **and select ALL APPs or select it from the landing page.**

3. Apps like eSAS, SAP, ISM, and others are listed.