

Office 365 Login

All conferencing use must be in line with council [policy](#)

Note – Microsoft Teams call function does not work in Internet Explorer 11. If Google Chrome or Microsoft Edge are not available then use Skype.

1. Open up Google Chrome
2. Type in “office.com” into the bar at the top and hit the Enter/Return key on the Keyboard.



3. You will be presented with either of the login screens.

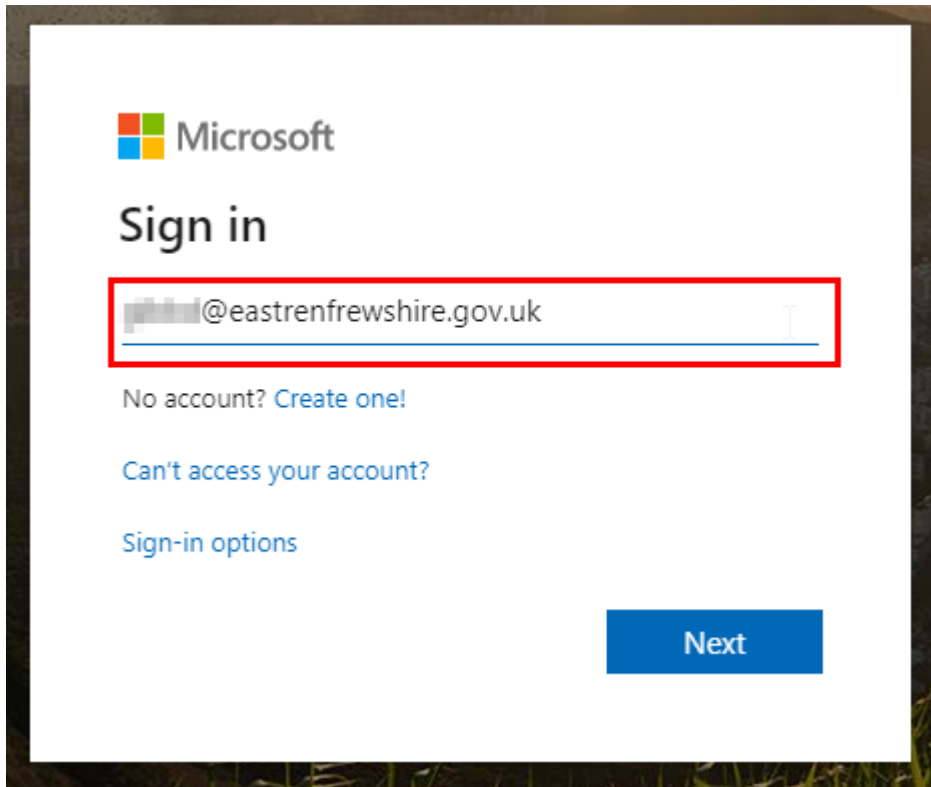


Or



4. Click Sign in

5. The Sign in address is for each user is their network username + “@eastrenfrewshire.gov.uk”



Microsoft

Sign in

No account? [Create one!](#)

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

[Sign-in options](#)

Next

- The password is the same as your Council account password.

East Renfrewshire Council

Sign in with your organizational account

@eastrenfrewshire.gov.uk

Password

Sign in

**YOUR COUNCIL
YOUR FUTURE**

East Renfrewshire COUNCIL

www.eastrenfrewshire.gov.uk

- Click Sign in

- Click on the “Teams” Icon

Office 365

Search

Good morning

Install Office

Start new

Outlook

OneDrive

Word

Excel

PowerPoint

OneNote

SharePoint

Teams

Yammer

Dynamics 365

Power Automate

Admin

Sway

Planner

Stream

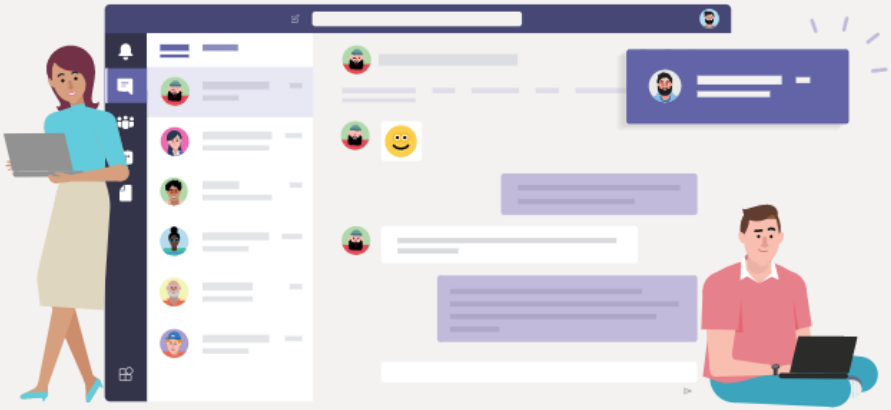
Tasks

Project

All apps

9. Click on “Use the web app instead”

Microsoft Teams



Download the Teams desktop app
and stay better connected.

[Get the Windows app](#)

[Use the web app instead](#)

[Legal](#) [Privacy and Cookies](#) © 2020 Microsoft