



Office 365 Education Plan

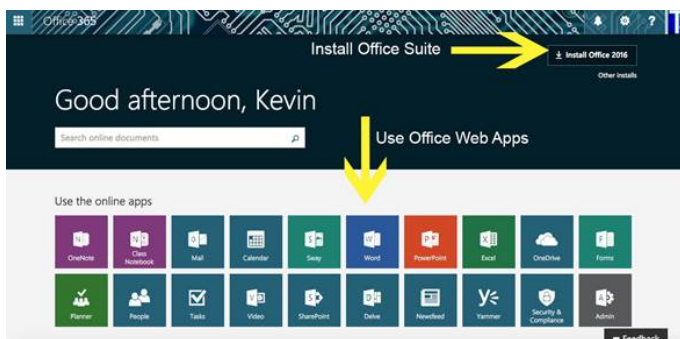
For at home use for Staff and Students of Timberlane Regional School District

As part of the District's Office 365 software license, we have the ability to offer students and faculty members free access to the **Office 365 Education plan**. Office 365 is a subscription-based program that grants access to the newest versions of the Microsoft Office suite of programs (Word, Excel, PowerPoint, etc...) plus it has the ability to collaborate with others in real-time using those programs. Students and faculty members may download the full Microsoft Office Suite on up to five personal computers. Additionally, they will have access to web versions of these programs, and can install and use them on mobile devices (Phones and tablets). They will also have access to 1 TB of storage space through Microsoft's OneDrive.

To access you or your student's Office 365 account, go to your school homepage and click on "Students" at the top of the homepage. In the list of links that come up scroll down and select "Office 365".

When prompted for credentials use the same username and password that you use to log in to the Windows workstations in the school buildings.

You will land here:



After installing your programs, to activate them use the following credentials format:

Staff: Account: username@timberlane.net (For example: jdoe@timberlane.net)
Password: Same password that you use to log in to the computers at school.

Students: Account: username@timberlane.net (For example: jdoe20@timberlane.net)
Password: Same password that you use to log in to the computers at school.

Please be advised that although these usernames LOOK like e-mail addresses, they are not functional e-mail addresses. It is simply a username@domain format.

This subscription will last for as long as you are an employee or student in the Timberlane Regional School District.