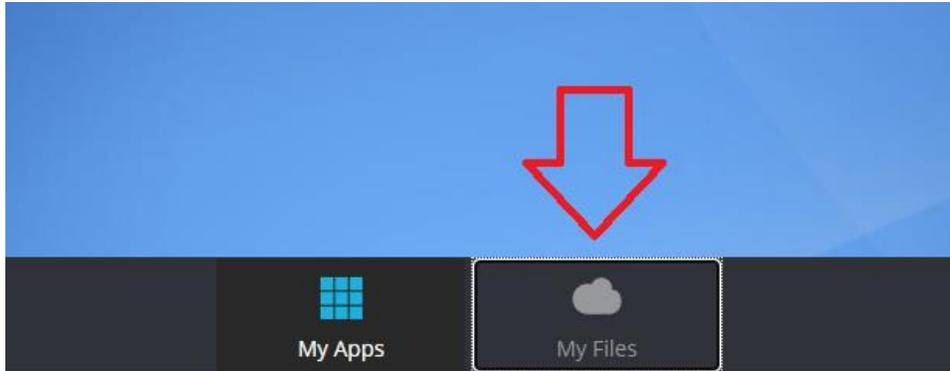
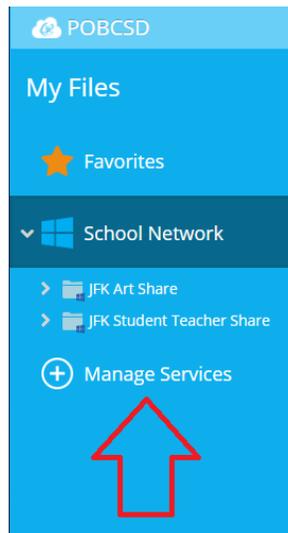


Office 365 & Classlink My Files Setup

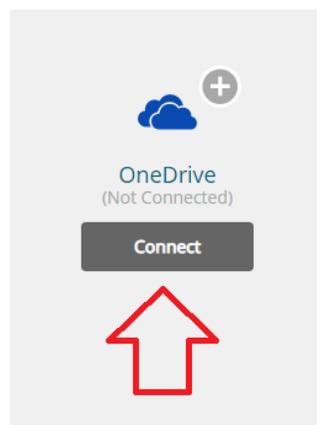
1. Sign in to Classlink and click “My Files” at the bottom of the screen



2. Click “Manage Services” on the left side of the screen.



3. Click “Connect” next to the OneDrive icon. When prompted, authenticate with our district email address and password.



4. You will now see and can access your files under the “Office365” drop down on the left side of the screen.

