



How to access Office 365 using your Games Console!

If you don't have access to a computer, laptop or tablet all the time, you can use your Games Console to access lessons and resources and complete work, here's how ...



PlayStation

1. Turn on your console
2. Find the internet browser app on your console home screen and open it. (You may need to move to the far right or search for it in the library app.)



3. Press  and search for 'Office 365' and press  on the first option that appears.
4. Select sign in and log in using your Academy email address and password.
5. You can now use Teams, Outlook, SharePoint and other Office 365 apps through your PlayStation!



XBOX

1. Turn on your console
2. Find My Games and Apps, scroll down to My Apps and select the Microsoft Edge app.



3. Search for 'Office 365' and select the first option that appears.
4. Select sign in and log in using your Academy email address and password.
5. You can now use Teams, Outlook, SharePoint and other Office 365 apps through your XBOX!

If you have a spare keyboard and mouse, you can plug them into the USB ports of your console and use those! It might be slightly easier than using your controller!