Logging in to Office 365

Office 365 is an online subscription service provided by Microsoft and is available to staff, faculty and students. It includes access to Office applications and other productivity services over the internet. Office 365 includes Outlook, Word, Excel, PowerPoint, OneNote, and OneDrive with a minimum of 1TB of storage. The following instructions illustrate how to login to Office 365 and access your applications.

1. Login to the USF portal using your NetID.

2. Select “USF OFFICE 365” from the “EMAIL” menu option.

3. You will be taken to Outlook online. On this page select “Office 365.”
4. You are now in the Office 365 portal and can choose from available applications.