



Access Microsoft 365 from home

The Student Portal

Access Microsoft 365 from Home



Use any browser but preferably Microsoft Edge (or Chrome)



Go to
<https://cityacademybirmingham.sharepoint.com>



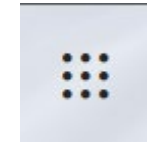
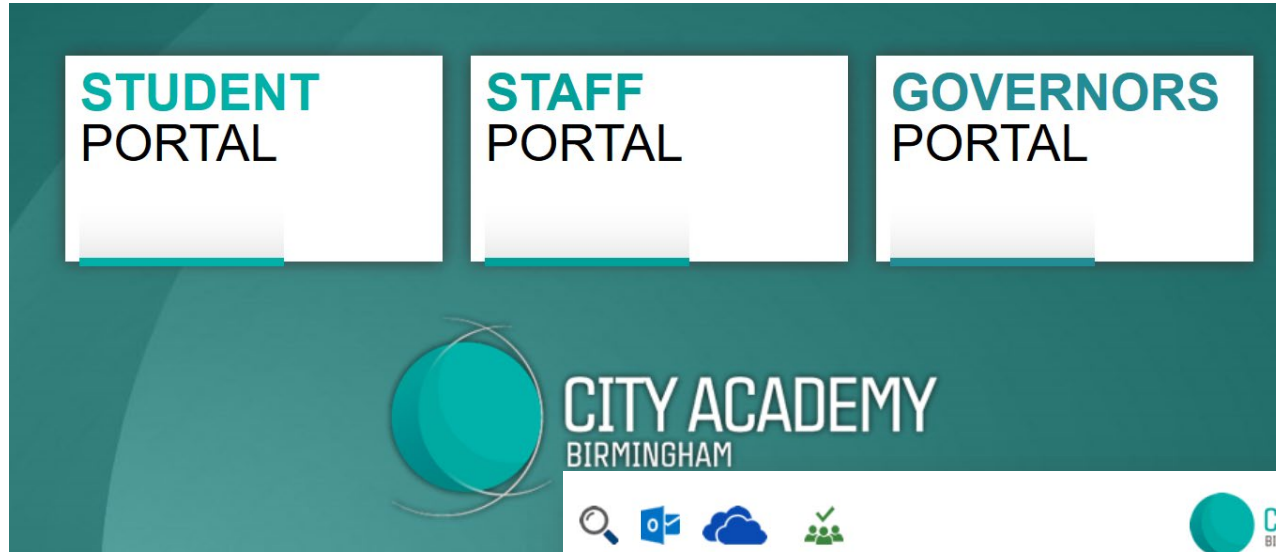
Access the Student Portal to get to your email

Sign in with your school email address and password
(e.g. username@city-birmingham.academy)

The Login details you use (Username/Password) will be the same used to access computers at school

If you have forgotten these details please contact school on 0121 729 7100 or email enquiries@city-birmingham.academy

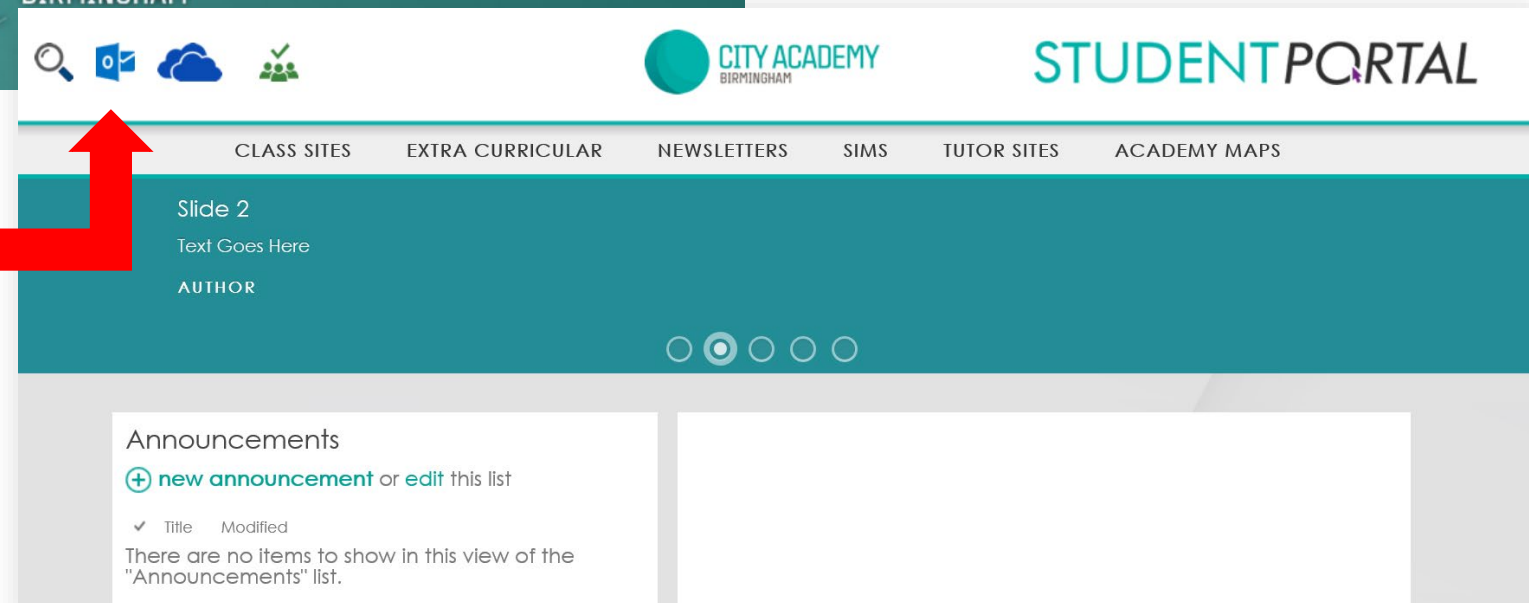
Click on the Student Portal link



Click on the nine dots (waffle) in the top left corner to access all of the apps available

Access to links and Newsletters, Class Sites and other information

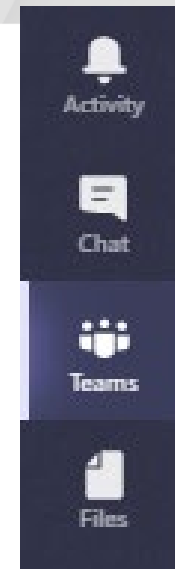
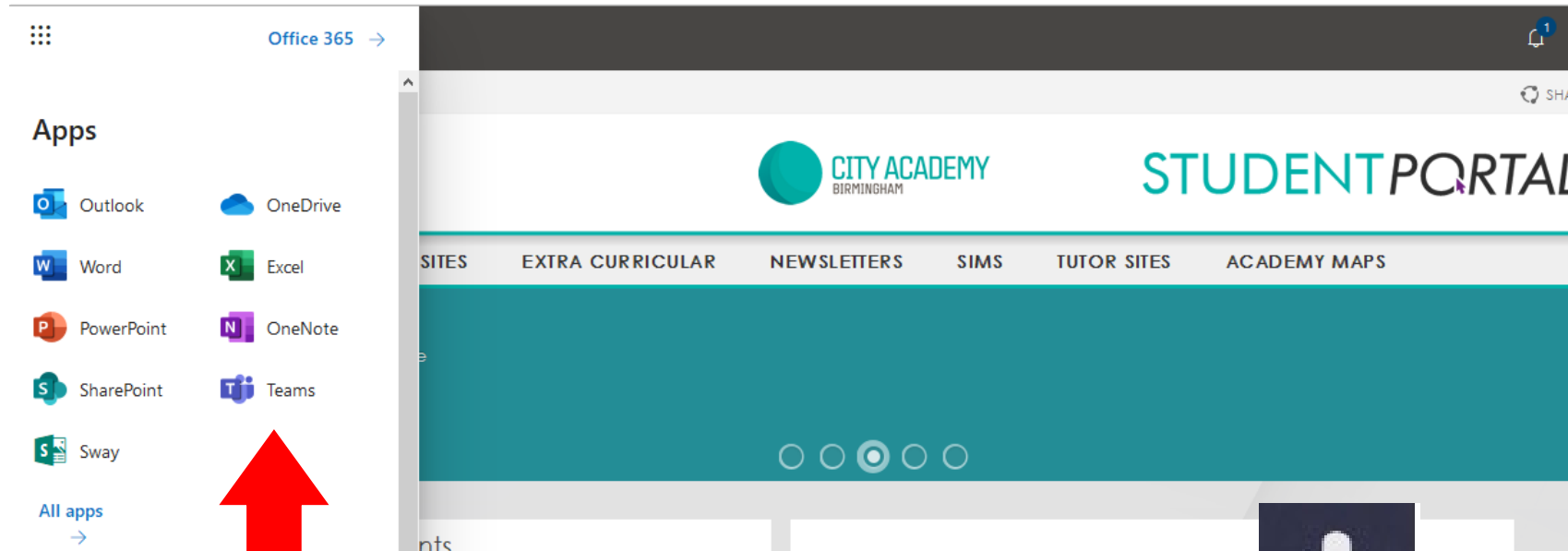
Click on the Outlook link to access your email



To access Teams



Click on the nine dots (waffle) in the top left corner to access all of the apps available



Class Teams/Subject Teams will appear here

Alternatively, if Teams is not working in your browser you can download the Teams app here:

- Download Microsoft Teams at <https://teams.microsoft.com/downloads>
- Sign in with your school email address and password (e.g username@city-birmingham.academy)

