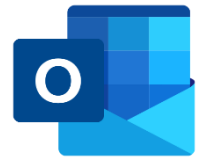


How Students Access Email (Microsoft Outlook)



Option 1:

Go to **Timber Ridge** website (<http://trms.psd202.org>)

Under banner, click
Office 365



Sign into 365: **email address** (ID#@psd202.org)



Pick an account



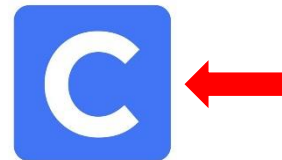
If prompted, enter **personal password**
(district computer password)

Click **Outlook** icon

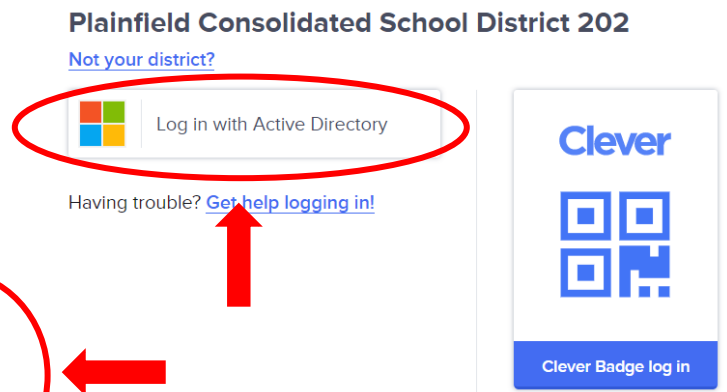


Option 2:

Go to **Clever** (Desktop or TRMS website)



Click **Log in with Active Directory**



Click **Microsoft Outlook Mail**



Sign into Outlook:
email address (ID#@psd202.org)



Pick an account

