

Using Xbox or PlayStation to access Office 365

Accessing your remote learning.

Xbox

1. Plug a keyboard in to the Xbox USB slot (less than £10 from Amazon or similar)
2. Go in to my games and apps
3. Find Microsoft Edge and select
4. Type in Office 365 and log in as you would in school
5. You can then access your work and use key packages like Word, Excel, PowerPoint, Teams, etc.
6. To move around use the Xbox controller or plug in a mouse

PlayStation

1. Identify the PlayStation internet browser icon (it is WWW with some dots around it)
2. Press the PlayStation logo on the controller
3. Go to the library and find options for games and applications
4. Go in to applications and you will find the browser
5. Type in Office365 and log in as you would in school
6. You can then access your work and use key packages like Word, Excel, PowerPoint, Teams, etc.