

## **OVERVIEW**

This job aid describes how Managers access the My Apps portal

Using a computer, go to https://myapplications.microsoft.com  If you are using a TJX computer, click on the My Apps shortcut from the desktop.  2 At the Sign in screen, enter your TJX User ID, then click Next.  Note: This is the same User ID you use to access Outlook.  Your User ID format is: UserID@tjx.com (Ex: you11111@tjx.com)  3 At the TJX sign in screen, enter your TJX User ID again and your password.  Click Sign In.	Step	Action	Example
TJX User ID, then click Next.  Note: This is the same User ID you use to access Outlook.  Your User ID format is: UserID@tjx.com (Ex: you11111@tjx.com)  3 At the TJX sign in screen, enter your TJX User ID again and your password.  Click Sign In.  Click Sign In.	1	https://myapplications.microsoft.com  If you are using a TJX computer, click on the My Apps shortcut from	<u>e</u>
enter your TJX User ID again and your password.  Click Sign In.  Sign to will your organizational account.  Sign to will your organizations will account.  Sign to will you	2	TJX User ID, then click <b>Next.</b> Note: This is the same User ID you use to access Outlook.  Your User ID format is: UserID@tjx.com	Sign in  someone@tjx.com  Can't access your account?  Sign-in options
Select an app to get started!    My Apps V	3	enter your TJX <b>User ID</b> again and your <b>password</b> .	Sign in  If you have forgotten your passwerd, violt  and—arrivino passwerd read.  By logging in I certify that I understand that TDC systems and intervoks are the property of TDC and may be used only by authoriside users for the purposes stands in STDC Acceptable than Pully, TDC monthers use to tender out on an of intervoks placed on or sent one to intervolve user and information placed on or sent over
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