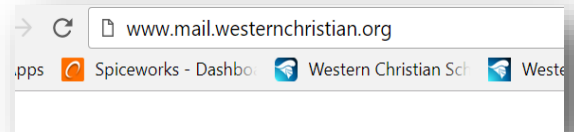


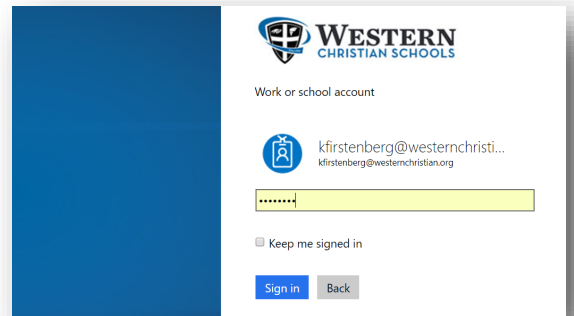


Staff o365 (Email) Login Through A Browser

1. To login through a browser,
go to mail.westernchristian.org



2. Type in your user name and password
Ex. Username = kfirstenberg@westernchristian.org
Password = Password1



Once you are logged in, you can access all of o365 and your emails from any computer.

- *To login to your email through Outlook, please see the document Staff Email Login Through Outlook.
- *To change your email password, please see the document Staff Password Change.
- * To set up your iPhone or Android with WCS email, please see the document Setting Up Your Phone For Email.
- * To view breakdown of the office 365 suite see office 365 suite tutorial

If you need assistance, please submit a help desk ticket by emailing techsupport@westernchristian.org

We are here to help!