How to set up your Microsoft Azure Free Account

New Horizons
Computer Learning Centers

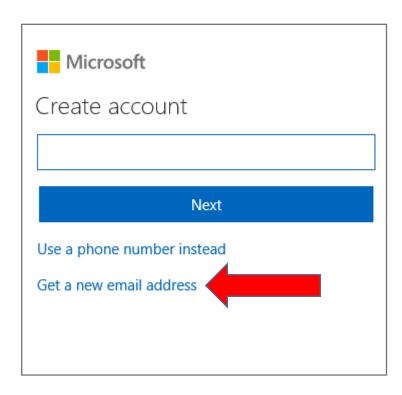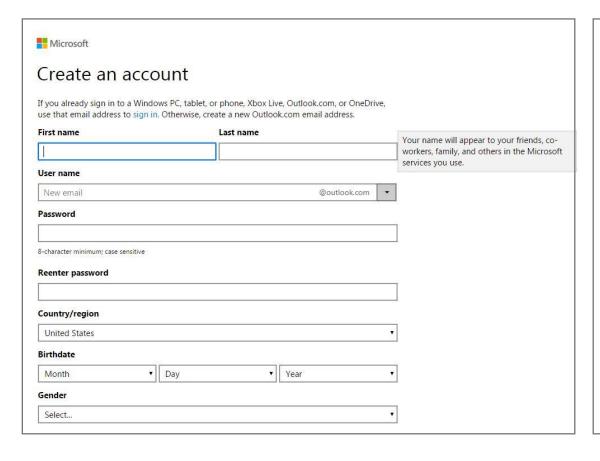# Go to **Outlook.com** and create a **NEW** account.

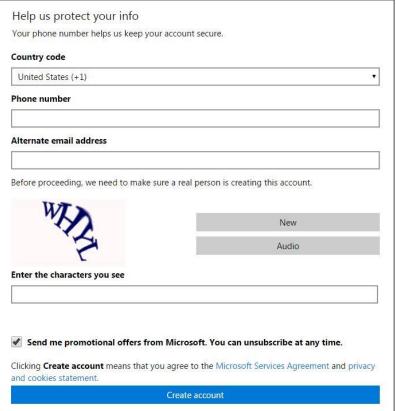Q: Why a brand new account?

A: Using an existing email account will render the Pass invalid
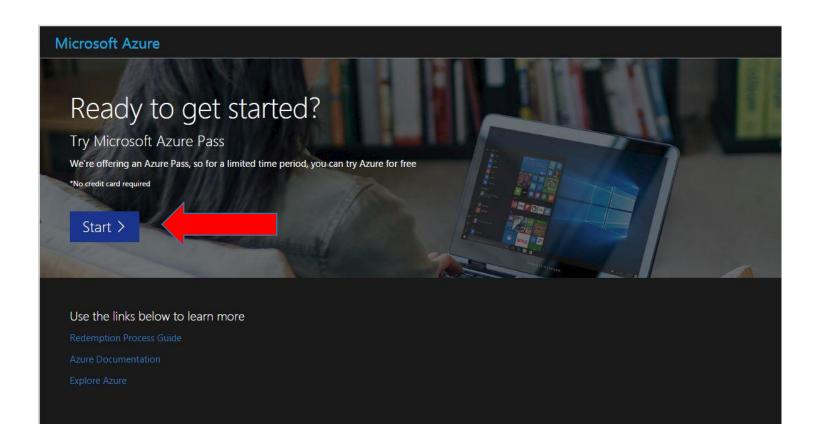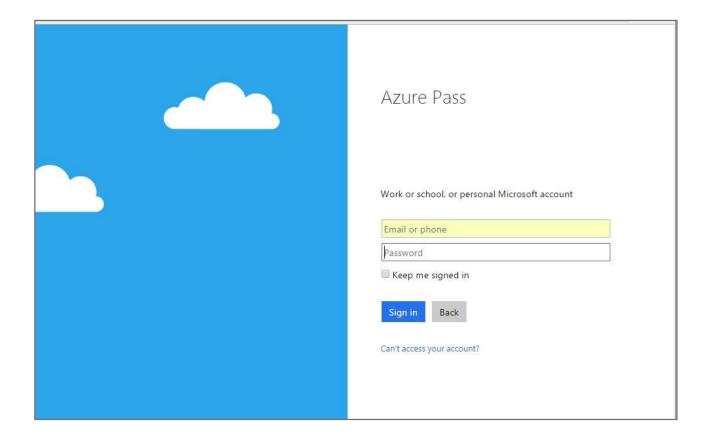
Creating your new account.

Once you have finished creating the new account, go to:
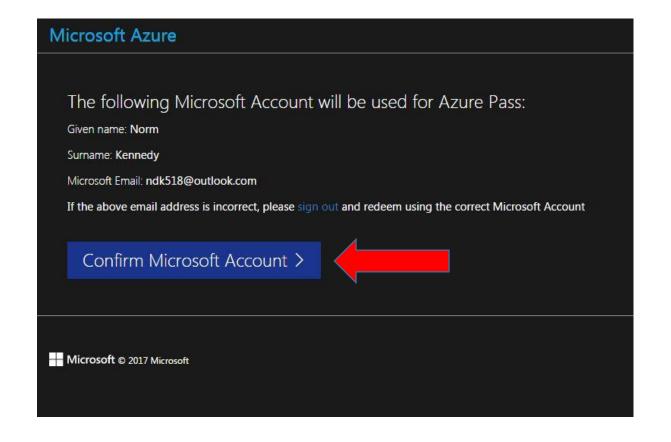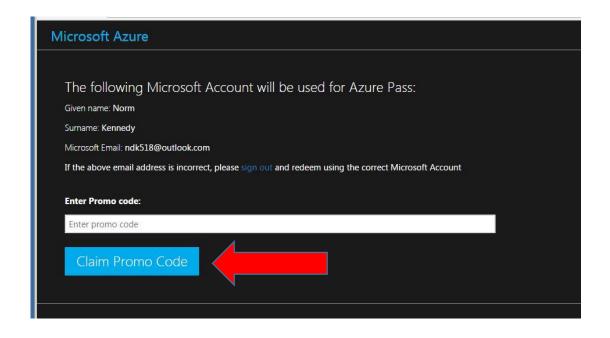**https://www.microsoftazurepass.com.**

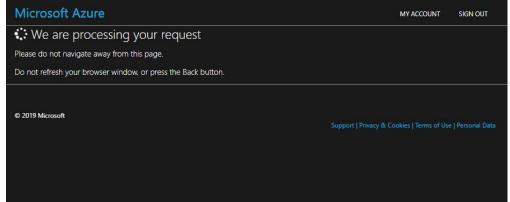# Log in to your account.

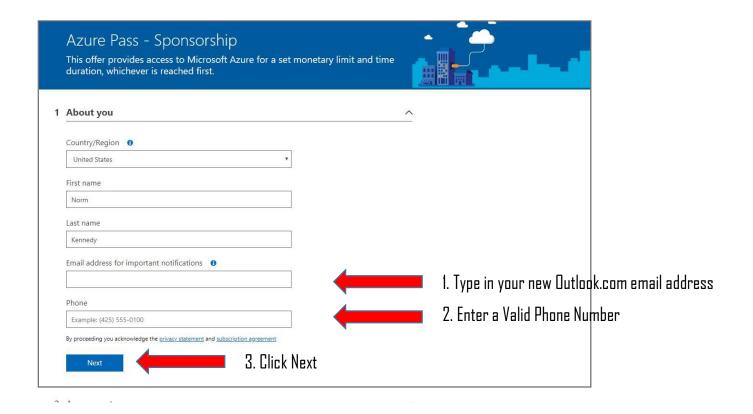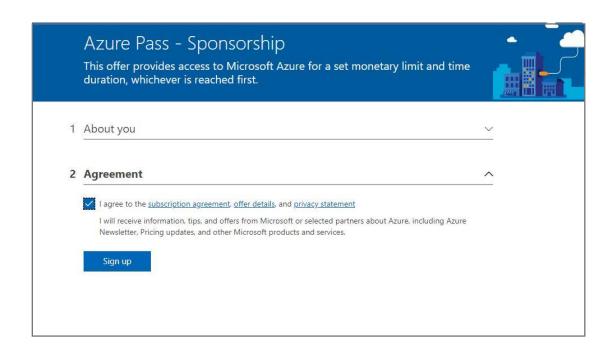# Confirm your Microsoft account.

Enter your promo code and claim.
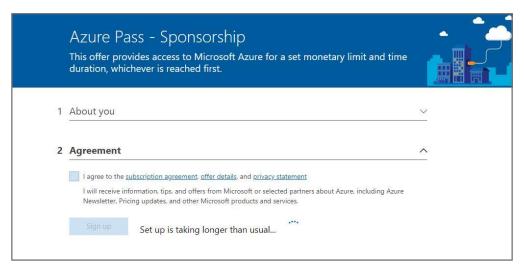
Go to Outlook.com and create a **NEW** account.

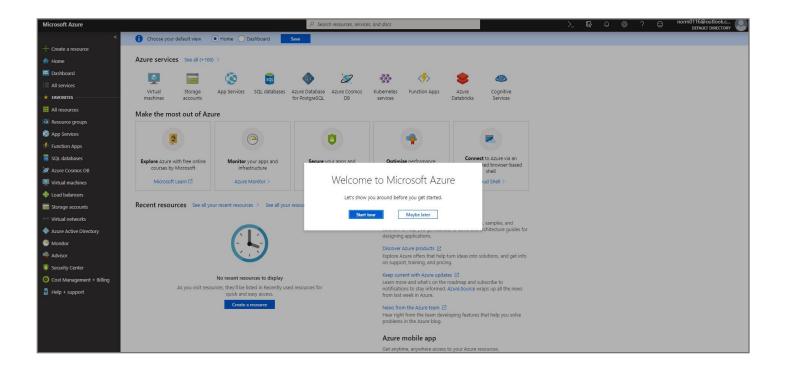# Agree to the Subscription Agreement, Offer Details and Privacy Statement.

Be patient, it may take a few minutes to complete step.

Welcome Screen

Please **STOP** here and wait for directions from your instructor in class.

Need help?

Q: No Azure Pass Was Found

A: Please Email our Helpdesk at OLLHelpDesk@globaloll.com for assistance

Q: The Azure Pass was Invalid

A: Make sure the Pass was copied and pasted without spaces.

Still Need Help?

Create a New Azure Support Request at https://portal.azure.com/#home or
Contact Azure Support online at Azure Online Twitter

Steps to create a new Azure Support Request.
Log into: **https://portal.azure.com/#home**

1. Click on **'Help + Support'** in the lower right hand side of your screen.

2. Click on **'New Support Request'** under 'Help + Support' and follow the steps to create

   your support request for help.

4. Wait for Support to contact you and please do not worry. You will be fine come class time!