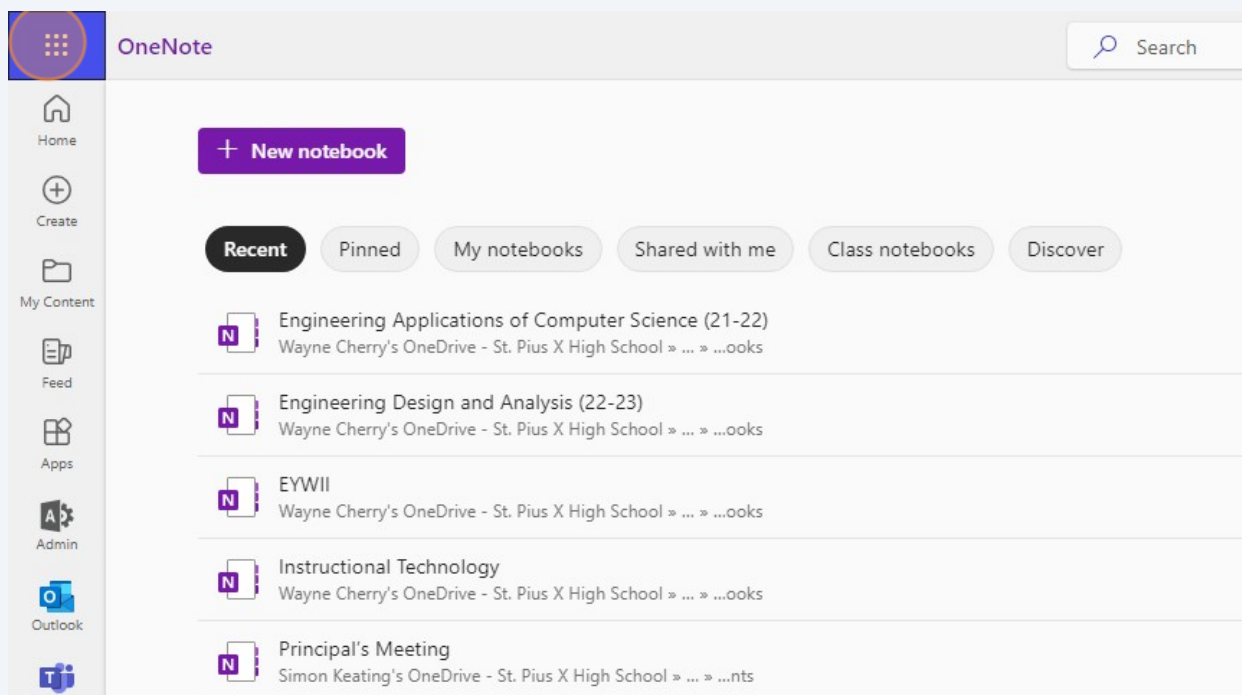


# How to Access Microsoft Forms

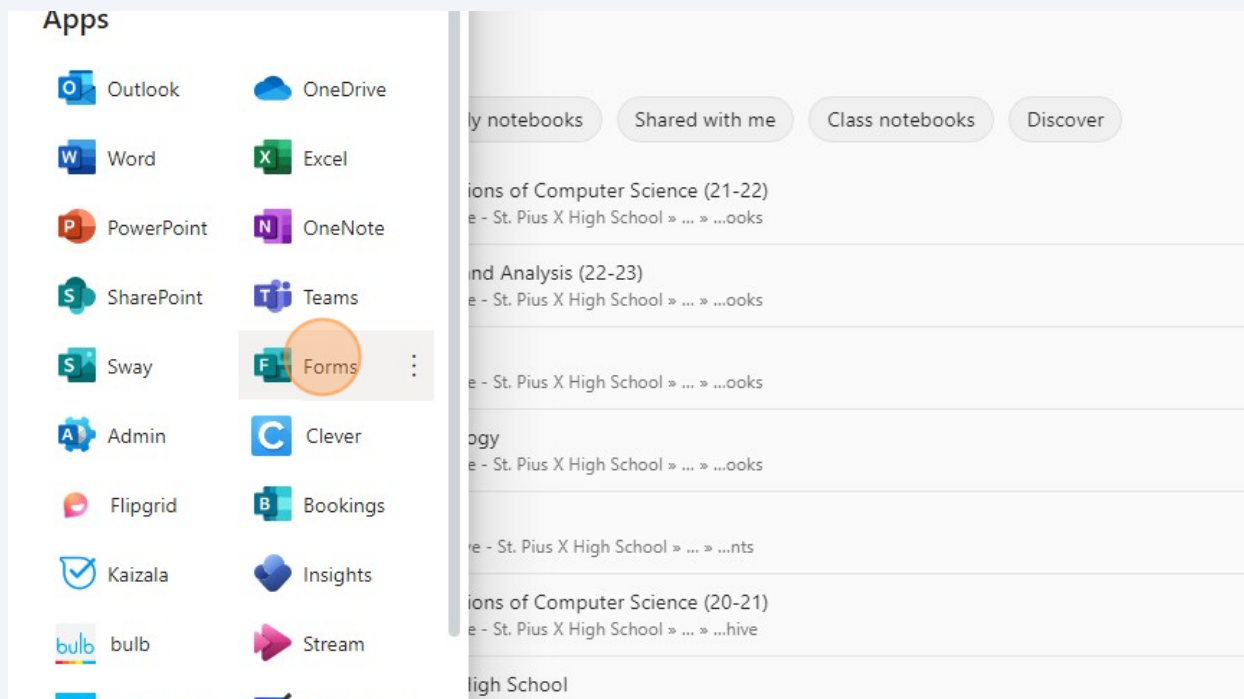


- 1 Navigate to <https://www.microsoft365.com/launch/onenote?auth=2>

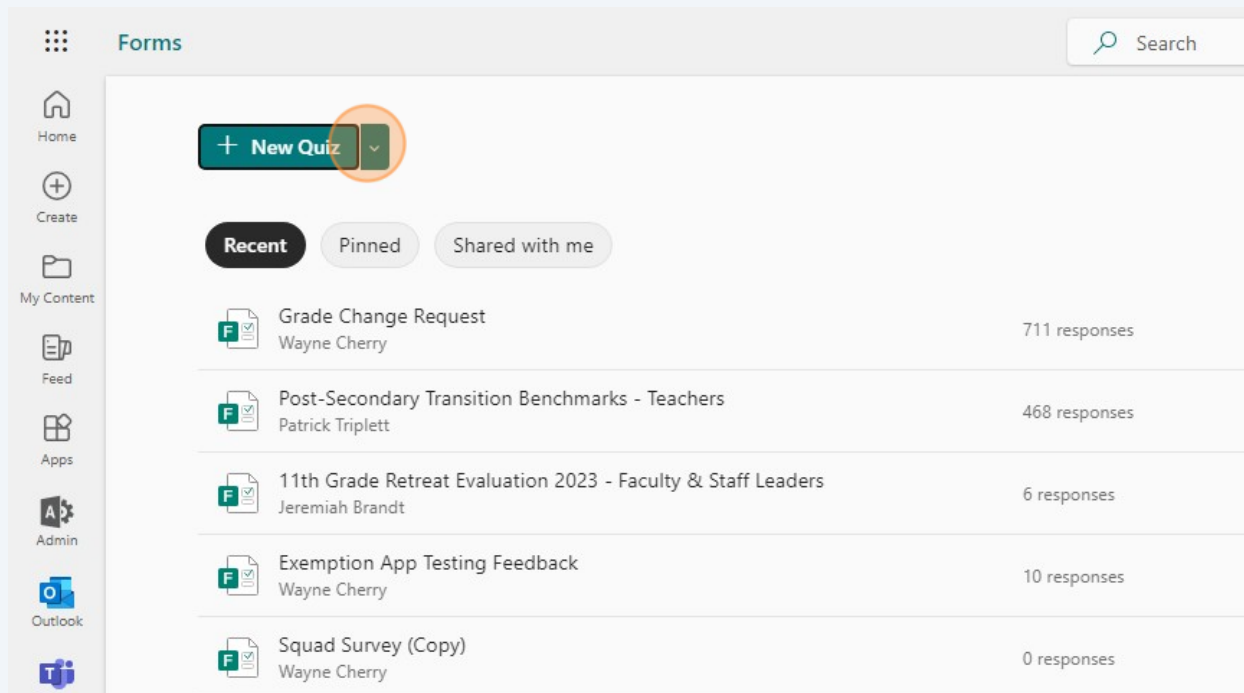
- 2 Click here on the "waffle" icon in the top left.



### 3 Click "Forms"



### 4 Click on the dropdown arrow.



5

Click on new form.

The screenshot shows the Microsoft Forms interface. On the left is a sidebar with icons for Home, Create, My Content, Feed, Apps, Admin, Outlook, and Teams. The main content area is titled 'Forms' and includes a search bar. At the top, there is a '+ New Quiz' button with a dropdown menu that is open, showing 'New Form' and 'Shared with me'. Below this, a list of existing forms is displayed, each with a document icon, a title, the creator's name, and the number of responses.

Form Title	Creator	Responses
Grade Change Request	Wayne Cherry	711 responses
Post-Secondary Transition Benchmarks - Teachers	Patrick Triplett	468 responses
11th Grade Retreat Evaluation 2023 - Faculty & Staff Leaders	Jeremiah Brandt	6 responses
Exemption App Testing Feedback	Wayne Cherry	10 responses
Squad Survey (Copy)	Wayne Cherry	0 responses