

Step 1: Navigate to the school website

<https://nelson.burnabyschools.ca/>

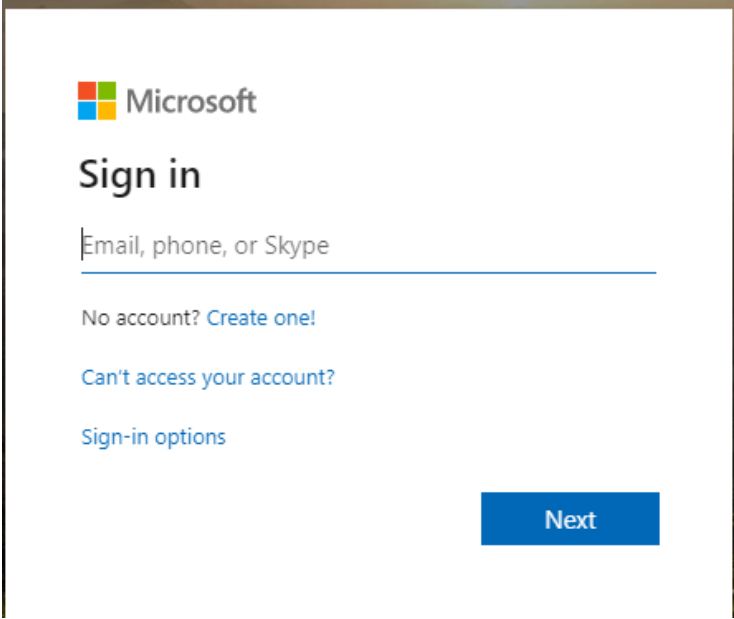
The screenshot shows the homepage of Nelson Elementary School. At the top, there is a navigation bar with logos for Burnaby School District 41, Outlook Staff Email, atrieveERP Infomanager, MyEducationBC, Office 365, and COVID-19. Below this is a blue header with the school's name and logo, and a Twitter handle @burnabyschools. A main navigation menu includes Home, School Info, Staff, School Links, Calendar, Library, and Parents. A large photo of the school building is featured, with the text 'Nelson Elementary' overlaid. To the right of the photo is a search bar and a 'SCHOOL CASH ONLINE' banner. Below the banner are links for 'EFSA LINKS', 'FSA SAMPLES', 'FSA ACCOMMODATION SAMPLES', and 'FSA FIELD TEST'.

Step 2: Select Office 365

This screenshot shows a close-up of the navigation bar from the previous step. The 'Office 365' link, which includes the Office 365 logo, is highlighted with a red rectangular box. The 'MyEducationBC' link is visible to its left. The rest of the website header is visible below.

Step 3: Enter student email

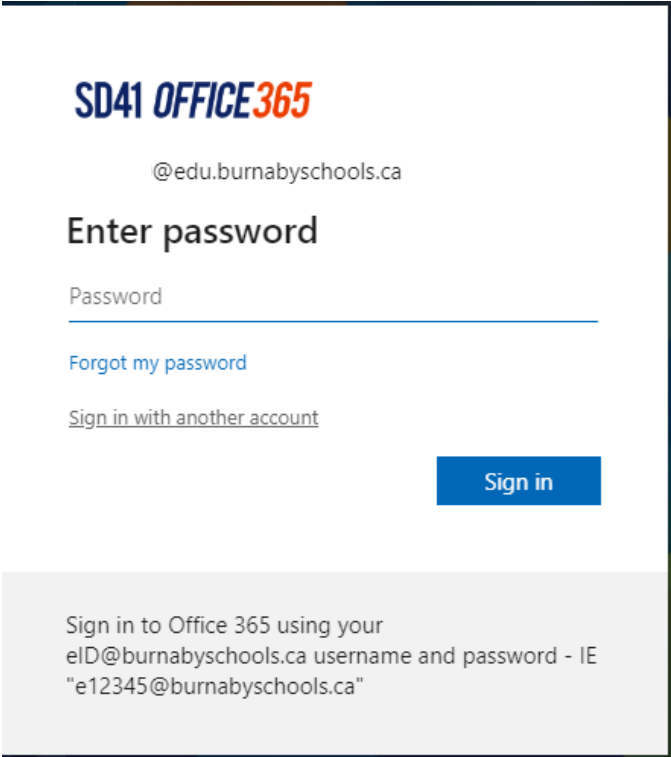
studentnumber@edu.burnabyschools.ca ie 123456@edu.burnabyschools.ca



The image shows a Microsoft sign-in page. At the top left is the Microsoft logo. Below it is the heading "Sign in". There is a text input field with the placeholder text "Email, phone, or Skype". Below the input field are three links: "No account? Create one!", "Can't access your account?", and "Sign-in options". At the bottom right is a blue button labeled "Next".

Step 4: Enter student password

Provided by teacher, label on student planner



The image shows an Office 365 sign-in page for SD41. At the top is the logo "SD41 OFFICE365". Below it is the email domain "@edu.burnabyschools.ca". The heading is "Enter password". There is a text input field with the placeholder text "Password". Below the input field are two links: "Forgot my password" and "Sign in with another account". At the bottom right is a blue button labeled "Sign in".

Sign in to Office 365 using your
eID@burnabyschools.ca username and password - IE
"e12345@burnabyschools.ca"

Step 5: You will be taken to the Office 365 home page where you will be able to access any of the software available to you

