# How to access your student email for Home Learning options:

Open your student email account by going to the Miramichi Valley website http://mvhs.nbed.nb.ca/ and click on "Student Email" down on lower left under Quick Links. This will bring you to the Microsoft 365 login page (all New Brunswick public school students have access to Microsoft 365 online).

Type in your login username followed by @nbss.nbed.nb.ca, (for example tamste12345@nbss.nbed.nb.ca) into the first box called username. If you don't know your login, your teacher can probably assist you.
In the password box, type your same password that you use for logging into a computer at school.
*If you need your password reset, see the instructions on the next page. Let your homeroom teacher know if needing further assistance.

You not only have access to email with Microsoft 365, but also to several online apps, such as Microsoft Word, Excel, Powerpoint, One Drive** and Teams. These can be accessed by clicking on the dotted square up in top left corner (usually referred to as the waffle).
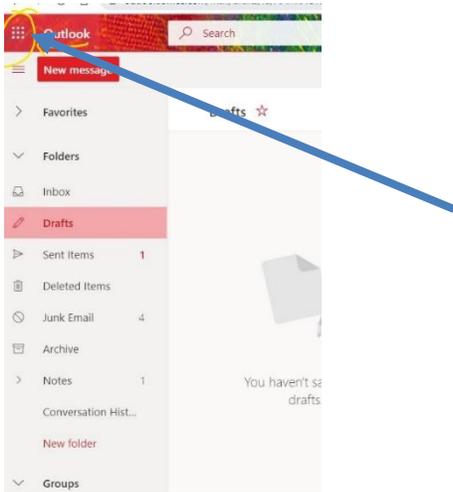
Several teachers plan to use the Teams app with their online course delivery, you may get an invitation email to join a class Team... even for several of your courses - each course would have a separate Team.
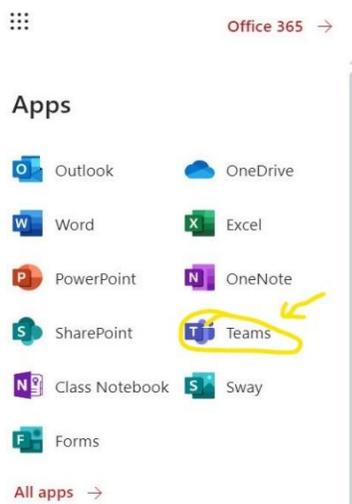
You can also download the Outlook and Teams apps to your smartphone, and allow notifications, so you will be aware of any communication that comes in.

**OneDrive is the cloud storage service that is connected to your Microsoft account. You get unlimited free storage with your account, for the duration of your school life in NB - no longer need to carry a memory stick!

- You can store your Office 365 documents in OneDrive in order to access them anywhere.
- Documents stored in OneDrive can be shared with other users in order to collaborate on documents.

How to get Technical Support:

If you need help with your password, login, or email, you can send a message to tech support staff by text or email (as of April 6, 2020):

Txt: Send a txt message to 1-506-210-0127

Email: Email northstudents@nbed.nb.ca

You can use your home email or a parent can do this for you.

> **<u>Please note</u>**:
>
> For text and email: Include your name, school, grade and the type of support you require. Ex: reset my password, I don't remember my account or what is my email address.

Teachers who have classes in the computers labs may be able to assist as well.