

## How To Logon To Office 365

To Logon to your new Office 365 email account please follow the below steps:

- 1. Click on the link <u>https://outlook.com/owa/anu.edu.au</u>
- 2. You will be prompted to enter your log on credentials. Your logon credentials are:
  - User Name u1234567@uds.anu.edu.au
  - Password Your ANU password

For windows users you will see the below popup:

| Windows Security |  |
|------------------|--|
| Connecting to    | udsadfs.anu.edu.au.  |
|                  | u1234567@uds.anu.edu.au   •••••••••   Domain: uds.anu.edu.au   The member my credentials |
|                  | OK Cancel  |

For Mac Users you will see the below popup:

|           | <b></b> |
|-----------|---------|
| Name:     | 1       |
| Password: |         |
| Domain:   | UDS     |

3. After authenticating your logon credentials you will may receive the following popup



|            | Authentication Required         |
|------------|---------------------------------|
| <b>E</b> ( | Enter username and password for |
| -          | https://uusauis.anu.euu.au      |
| User Name: |                                 |
| Password   |                                 |
| rassilora. |                                 |
|            | Cancel OK                       |
|            |                                 |

If this occurs please re-enter your user name and password from step 2 and click ok.