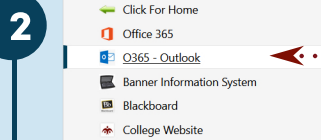
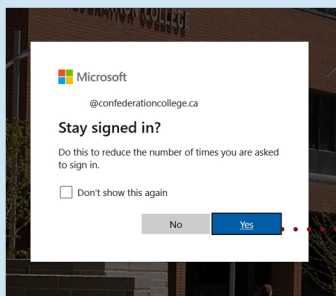


- 1** Log in to MyCampus Portal.  
<http://portal.confederationcollege.ca>

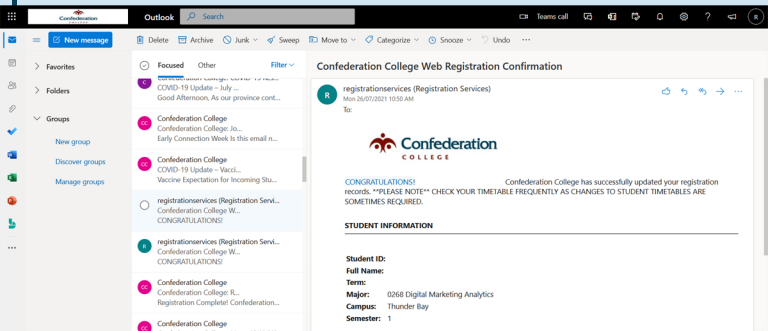


Click "O365 - Outlook" on the left under the Launchpad section.

This will take you directly to your college e-mail.



You might want to stay signed in if this is your personal computer, if not, make sure to select "No".



Make sure to check your email regularly!  
Important information will always be sent to your college email.



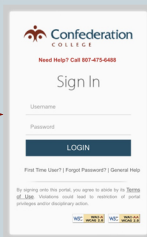
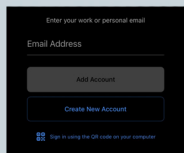
## ACCESS THROUGH YOUR PHONE

### Outlook app

- 1** Download the Outlook app to your phone through Google play or the Appstore.



- 2** Enter your full Confederation College email account.  
You will be redirected to the Confederation College log in screen.



- 3** Enter the Outlook app to read or send emails.