

Accessing Your Email from a Browser

To access your email by going directly to the Internet, open your browser and navigate to the following location.

<http://outlook.office.com>

The screen below appears. Replace **something@example.com** with your complete email address (**jsmith@rioindo.edu**). Click or tab to the **Password** box.

Office 365

Work or school account

someone@example.com

Password

Keep me signed in

Sign in

Can't access your account?

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When you click or tab to the **Password** box, you will be redirected to the Rio Hondo College login page. Your cursor will land in the **Password** box. Enter your password and click on **Sign in**.



**RIO
HONDO
COLLEGE**

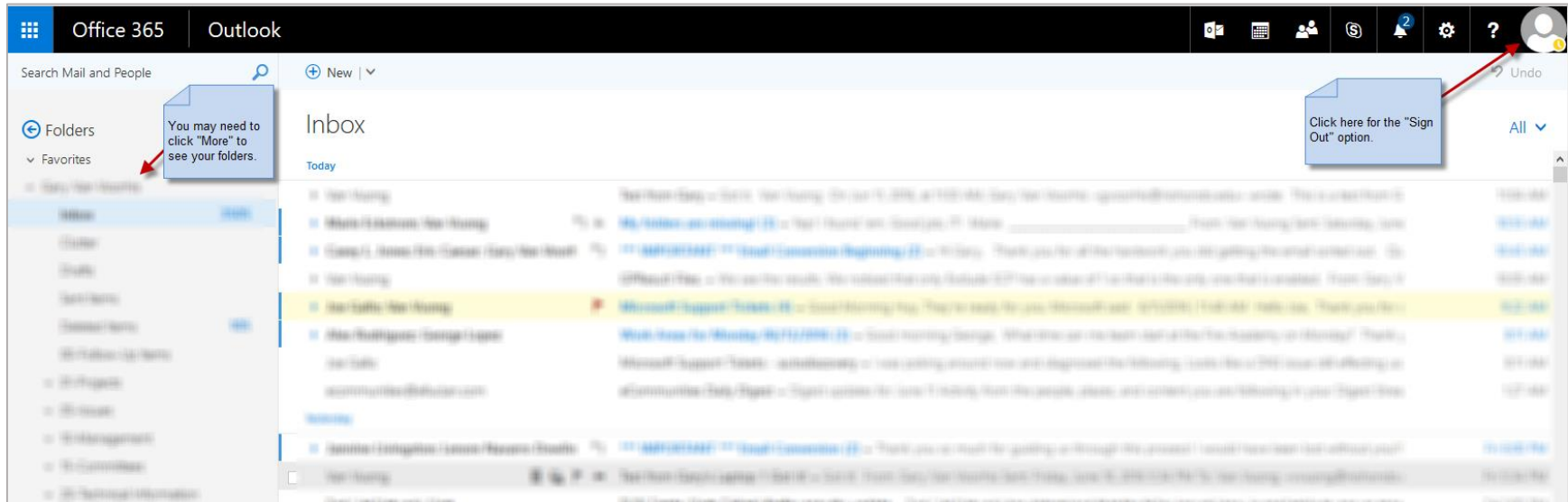
Sign in with your organizational account

[Sign in](#)

Sign in with your Richondo account

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You will be brought into your email.



You should now have web access to your email.

NOTE: The first time you use the web interface you may see the word **More** along the left under your **Inbox**. Folders are hiding here. Click the arrow next to **More** to expand your folders.