How to access your email from an HISD Laptop.

1. Open up your Google Chrome browser.
2. On your homepage (http://houstonisd.org/studentportal) click on Office 365 circled below:

3. Put in your username (ex. Student's1234567@online.houstonisd.org).
4. Put in your password (usually your birthdate in MMDDYYYY format).
5. Click YES

6. You can now access your email from the page below
How to access your email from your personal laptop

1. Open your Google Chrome browser.
2. Go to www.houstonisd.org website.
3. Click myHISD -> Employee Email Office 365
4. Put in your username (ex. Student\s1234567@online.houstonisd.org).
5. Put in your password (usually your birthdate in MMDDYYYY format).
6. Pick your houstonisd account if you have more than one showing below:

7. Now you can check your email by clicking the Outlook below: