## Accessing Office 365 on PS4

It is possible to access Office 365 on a PS4, however it is limited in terms of what can be accessed and used.

## **Loading Office 365**

1. In order to access Office 365, you need to open the Playstation Internet Browser – which is shown as a large tile with the text 'WWW' surrounded by dots.

If you do not have the Playstation Internet Browser on the homepage, press the Playstation logo on the controller and navigate to the Library. Select the Application category on the left-hand side and select Internet Browser.



- 2. In the address bar, use the virtual keyboard to enter: <u>www.office.com</u>.
- 3. Select the 'Sign In' button and login using your school email address and password. This will take you to the Office 365 dashboard.

Unfortunately, the version of Teams which is loaded in the Playstation Internet Browser is a preview version of the of the service. This means that while students can interact with some content and view information about the assignments which have been set – they are unable to join live lessons or view back the lesson recordings. However, it is possible to see assignment information and access their school email account.