

Using Xbox or Playstation to access Office 365



An alternative way of accessing your remote learning could be to access your Office 365 and all your apps through your Xbox or Playstation

Xbox



1. Plug a keyboard into the Xbox USB slot (if you don't own one these can be purchased from around £10).
2. Go to 'my games and apps'.
3. Find Microsoft edge and select.
4. To move around the screen, you can use your controller or plug in a mouse.
5. Type in Office 365 and log in as you would if you were accessing your Office 365 account on a computer.
6. You can then access all your Office 365 apps including your OneDrive, Teams, Word and Powerpoint.

Playstation

1. Plug a keyboard into a USB slot on the front of your Playstation (if you don't own one these can be purchased from around £10).
2. The Playstation will recognise the device and ask who is using it. Choose the profile that you would like to pair the device to.
3. Press the Playstation logo on your controller
4. Go to the library and find options for games and applications.
5. Go into applications and identify the Playstation internet browser (it will have a www icon).
6. Type in Office 365 and log in as you would if you were accessing your Office 365 account on a computer.
7. You can then access all your Office 365 apps including your OneDrive, Teams, Word and Powerpoint.

