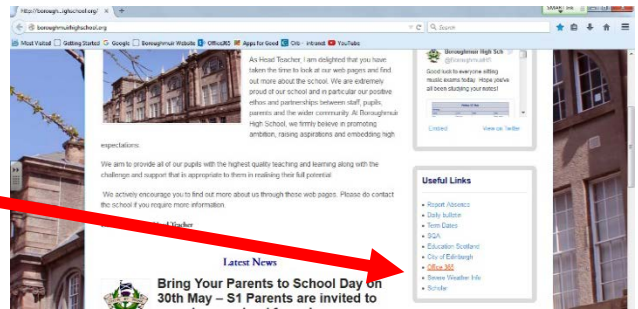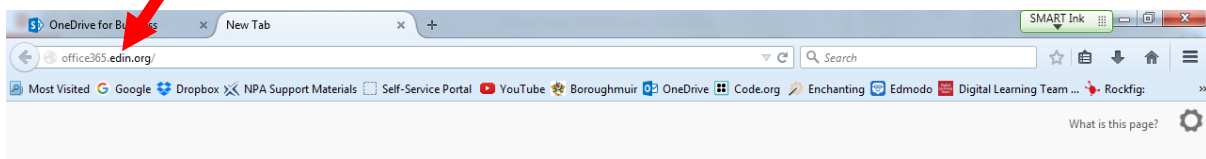# Accessing OneNote from Home via Boroughmuir Website

- Either search for Boroughmuir High School Website in Google and click on Office365 link in Useful links section
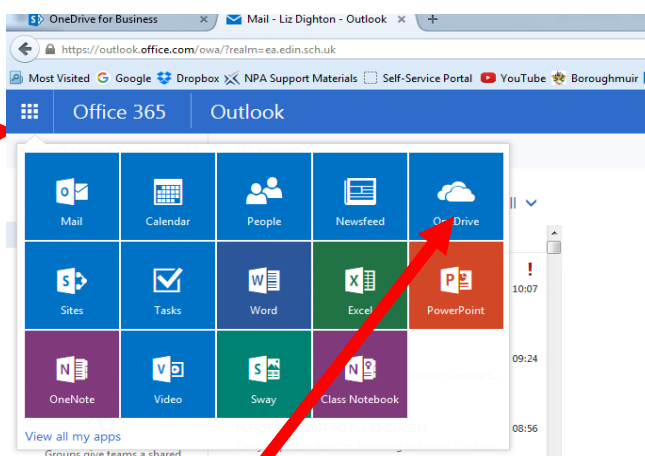
OR if this does not work you can do the following

- In the address bar of a browser (Firefox works best) type **tinyurl.com/edi365** and then use your normal school username and password to login

- *Do **NOT** search for office365 or it will take you to the wrong place. You MUST type the whole address in the address bar of the browser.*
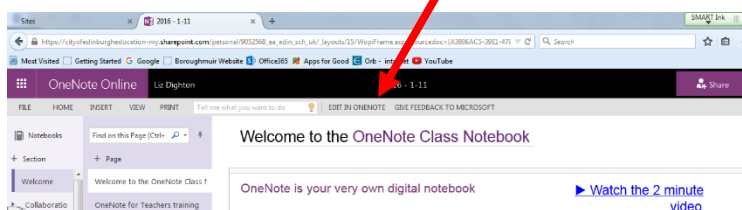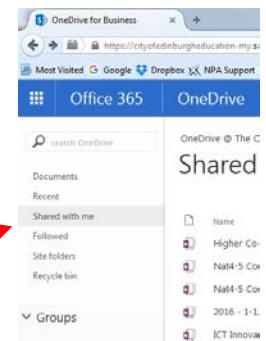
Click on the waffle

If you are asked for an email address type it in the following format:-

<login number>@ea.edin.sch.uk

E.g. 11243567@ea.edin.sch.uk

- Choose your notebook from recent files list   OR

- Click OneDrive and go to the Shared with me folder to find your Notebook. Double click on the file to open it.

- Click on Edit in OneNote to open in the full version of OneNote not the On-line version

On a phone or a tablet you may have to install the free OneNote App

If you don't have OneNote or Office (Word, Excel, Powerpoint etc.) on your home computer you can install it by clicking on the Install button on the Office365 page. As a pupil at an Edinburgh school you are legally able to install a copy of Office – just provide your username and password.