

## To Change the Office 365 password (Email, Teams and ClassLink)

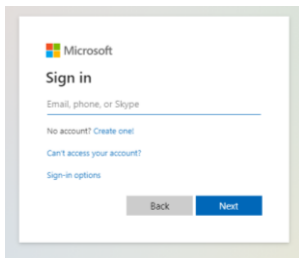
Login into ClassLink



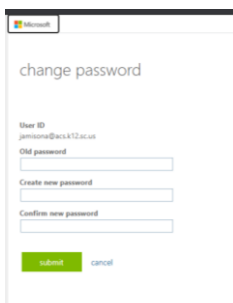
Click on the **Office 365 Password Change** icon.



Sign into Office 365 with email address and old password



Enter Old Password and create a New Password. The New Password must be entered twice.



Sign out of Teams and close application. Login to ClassLink, Email and Teams with the new password.

**NOTE: This will not change the password used to log into Desktop computers.**

**Please call ACS Tech support for additional assistance at 803-584-5453**