SharePoint Login

At school (in network)

1. Open your SharePoint page
2. At the top right of the page you will see one of the following:
   a. Your name – which means you are already logged in
   b. Sign In – which means you are not signed in
3. Click on Sign In
   a. SharePoint will automatically log you in or
   b. A login box will pop up
4. Enter your username and password. This is the same username and password you use when logging into your computer.

At home (out of network)

1. Open your SharePoint page
2. At the top right of the page click on Sign In
3. In the box that pops up enter your username with @wcs.edu added to the end and your password.