

# Student Accounts

## Office 365 and Microsoft Teams

As part of our Virtual Learning protocol you will be receiving daily communication and assignments (Sunday – Thursday) from your child’s teachers via their school email (Office365), Microsoft Teams, and the educational software that the students have been using throughout the year.

Therefore, its important that all Middle and High School students have access to Microsoft Teams.

All students have been given their usernames and passwords at the beginning of the school year and have logged in to their accounts.

In case your child has forgot their login details, please make sure to contact your child’s principal or teacher and they would be able to provide those details.

Please find below the details on how to login as well as a short video explaining the process.

### How to login?

- 1- Navigate to <http://outlook.office365.com>
- 2- Enter the Student Username and click next, as indicated in the caption below.
  - a. The Student username is their **8-digit school ID number followed by @s.aca.edu.kw**  
*Example: 10054532@s.aca.edu.kw*



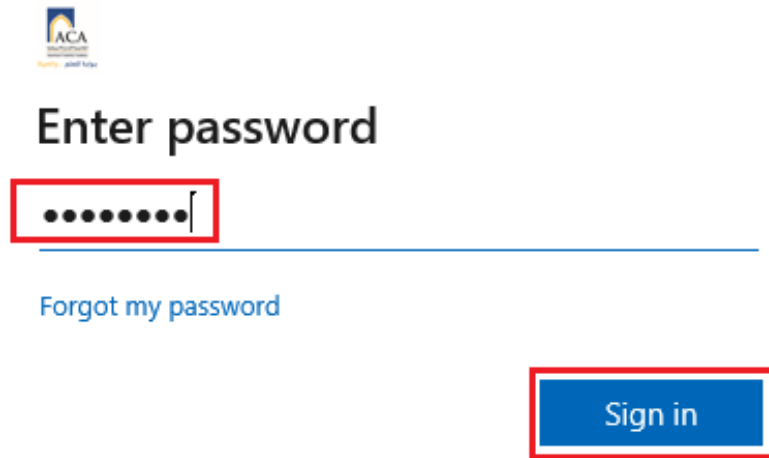
**Sign in**  
to continue to Outlook

12345678@s.aca.edu.kw

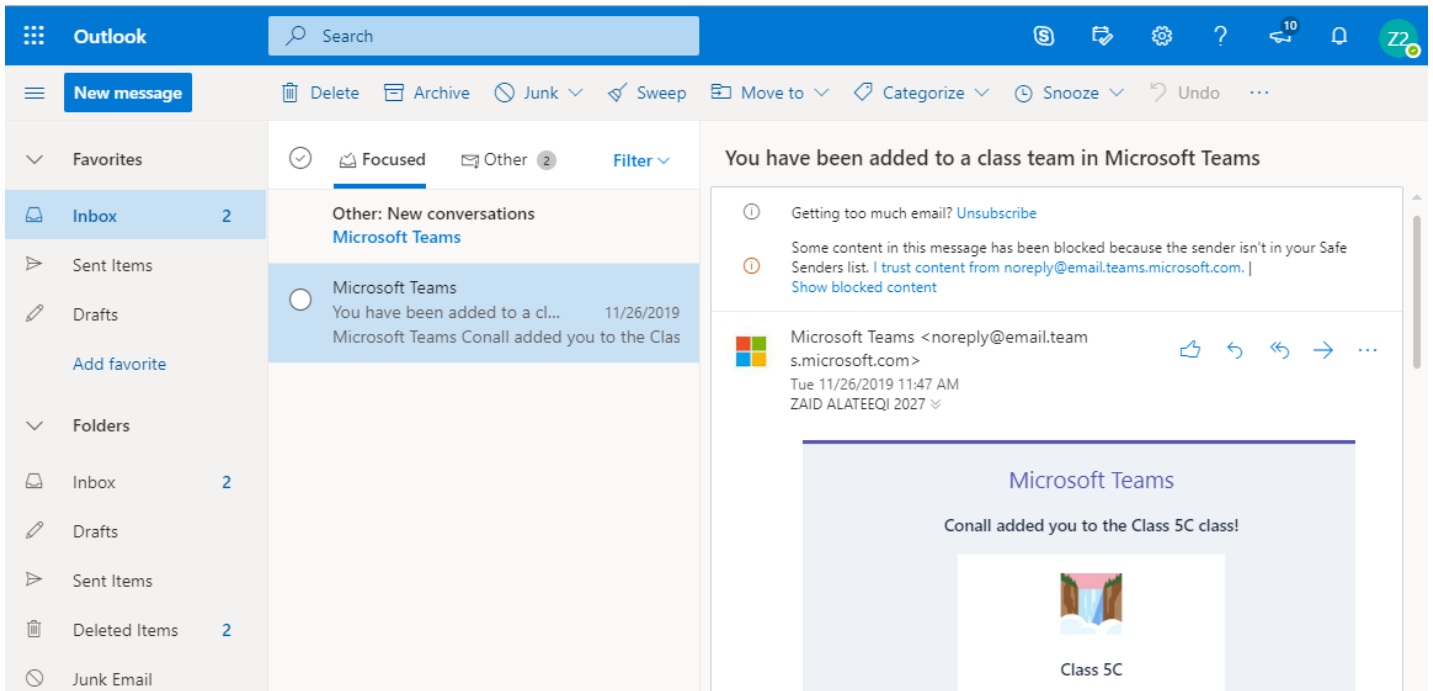
[Can't access your account?](#)

Next

- 3- Enter the Student's password and then click Sign In.



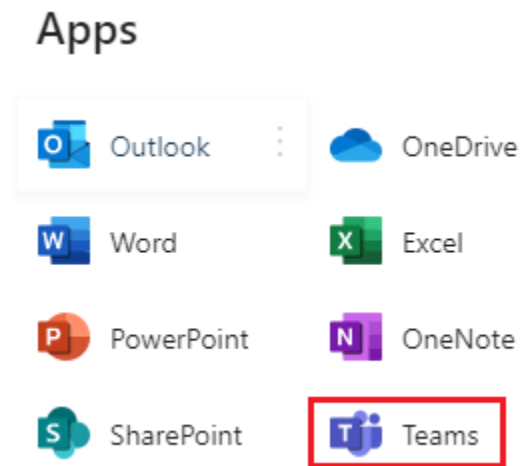
- 4- Once you have logged in successfully you will be able to view your emails.



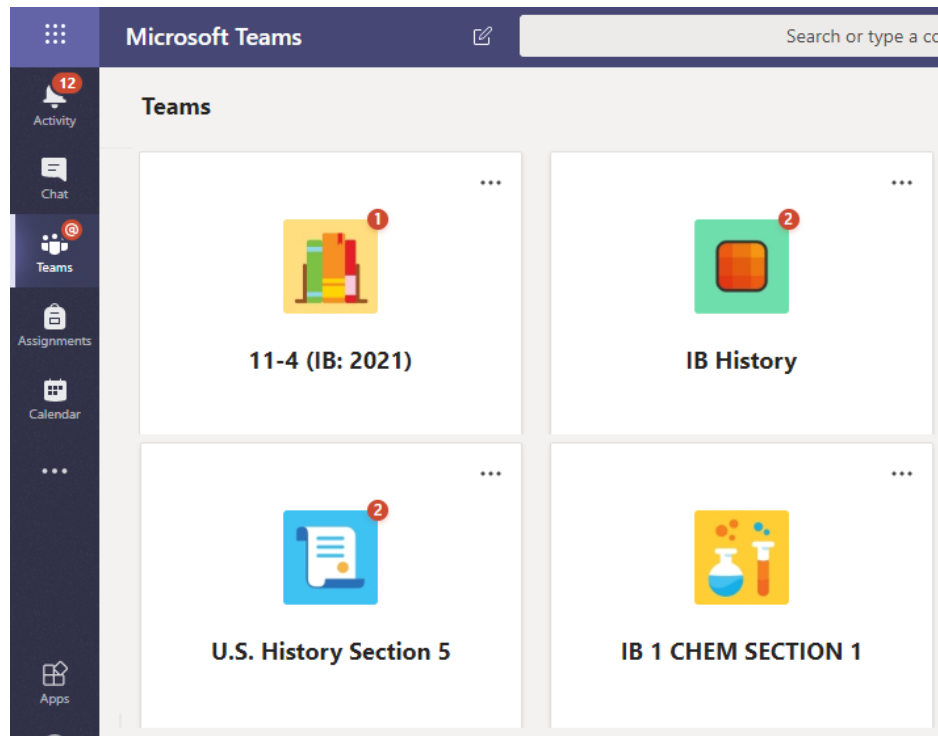
- 5- To access Team and complete your assignments, from the top left corner click on the following icon



6- Click on Teams from the displayed options:



7- You will be directed to the below screen where you will be able to access all your classes:



8- Click on any of your classes to review the materials and view your assignments.

For more details on teams for students please check the following [YouTube Video](#)

If you require any help, and couldn't contact your teacher, please email [teams@aca.edu.kw](mailto:teams@aca.edu.kw)