



Accessing your Student LearnLink e-mail

Objective

This help sheet is designed to guide you through the process of accessing your Department for Education e-mail.

Before you begin

You need to know both your LearnLink e-mail address and password. If you're unsure of either of these details, please contact OAC Learning Technology Services on (08) 8309 3636, Monday to Friday, 8:00 am to 4:00 pm daily excluding public holidays.

Accessing your LearnLink e-mail via the web

1. Go to https://www.office.com/



2. Click on the **Sign In** button



3. Enter your learnlink e-mail address in the Email field and click on next..

Screenshot of the usern	name field	
Sign in to your account × +		~ - 0 ×
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4. EdPass Site selector screen appears

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	Please select your site below, you will be redirected to complete the login process.	
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	Continue	
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- Select EdPass Portal option
 EdPass portal will navigate to EdPass login page.
 Type in your Learnlink email address and Learnlink password and click on Sign-In.



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Powered by Okta		Privacy Policy

10. To access your e-mails scroll down to the **Microsoft Office 365 Mail** option and click on it. 11. A new tab will open providing access to your e-mails, where you can read, write, reply and forward e-mails.

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