# How to sign in to Outlook on the web

*Office for business Office 365 Small Business Outlook on the web**More...*

To sign in to Outlook on the web using your work or school account in Microsoft 365:

1. Go to the [Microsoft 365 sign-in page](https://go.microsoft.com/fwlink/p/?LinkID=402333) or to [Outlook.com](https://outlook.com/).
2. Enter the email address and password for your account.
3. Select **Sign in**.

**Note:** To sign in to Microsoft 365 using another account, select **Use another account** the next time you sign in.