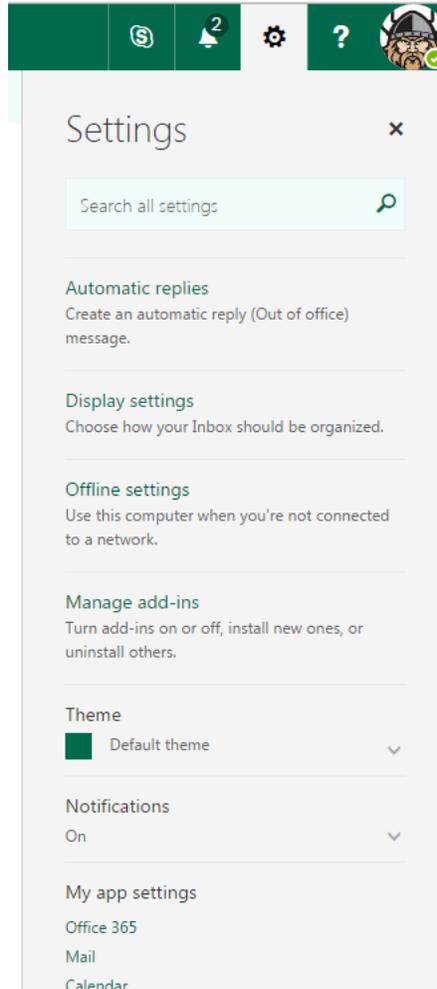




## Set Your Start Page

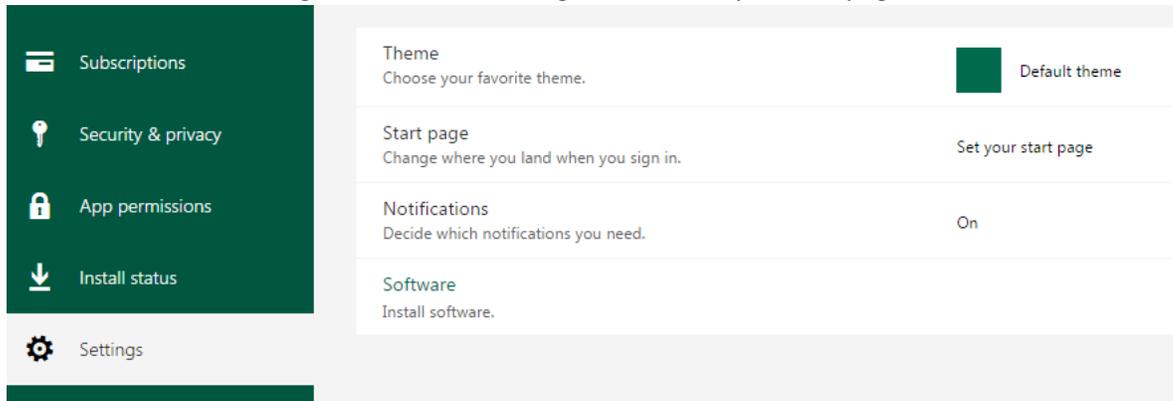
To set your start page to automatically display a specific page upon sign in follow these steps:

- 1) Select the “gear” icon in the upper right corner of your account and then select “Office 365”





2) On the left select “Settings” and then on the right select “Set you start page”



3) Under “Start Page” select page you wish to be displayed upon sign-in. When completed select “Save”.

