How to login to the new OWA (Outlook Web App) 365

Login as you normally would via a web browser at mail.baylor.edu
Enter your **bear_id** and password.

Once you see the http:// redirect page click the link circled below.
You will then see the new Office 365 OWA page.

Here you will login with your **full email address** and password.

**NOTE:** First time use requires you to set your time zone.

Once logged in you will see your Baylor email, but in a slightly new format.

Click the squares in the upper left corner to navigate to your calendar, contacts, etc...

Click the gear icon in the upper right to change your options.

If you have further questions or need assistance, please contact the Help Desk at 254.710.4357