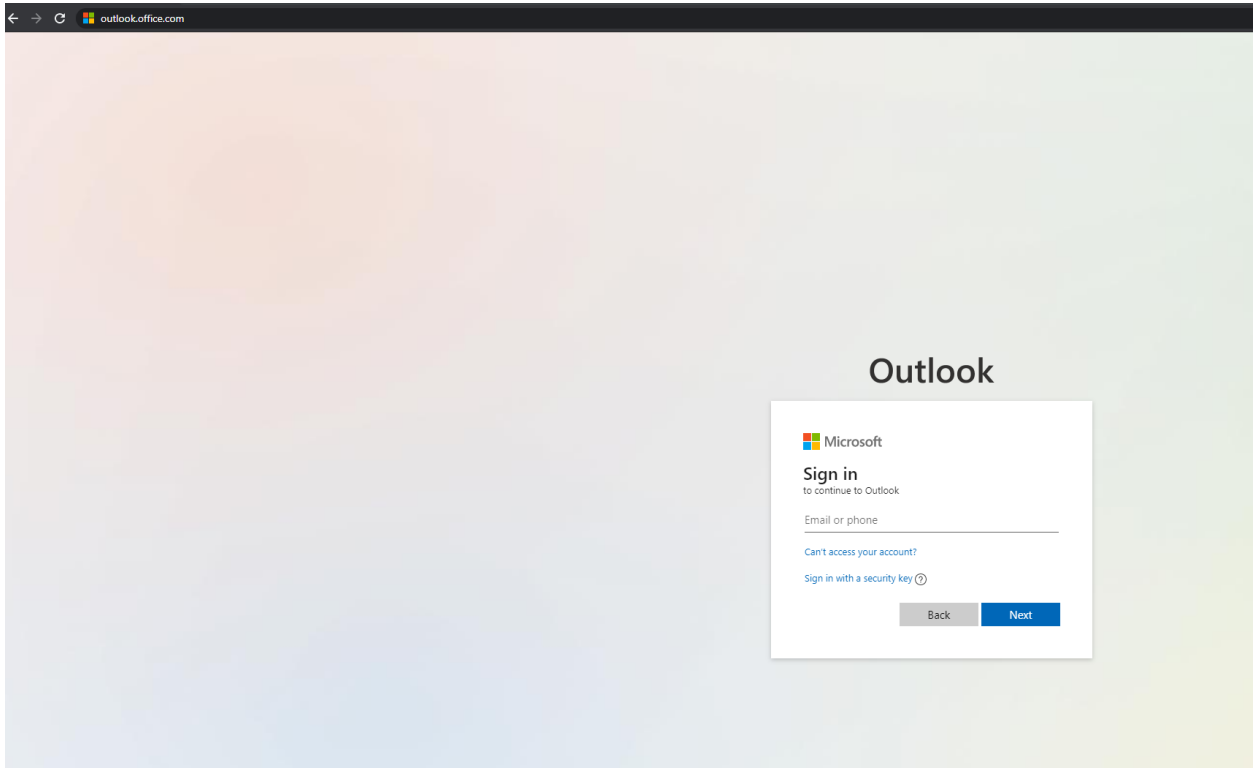
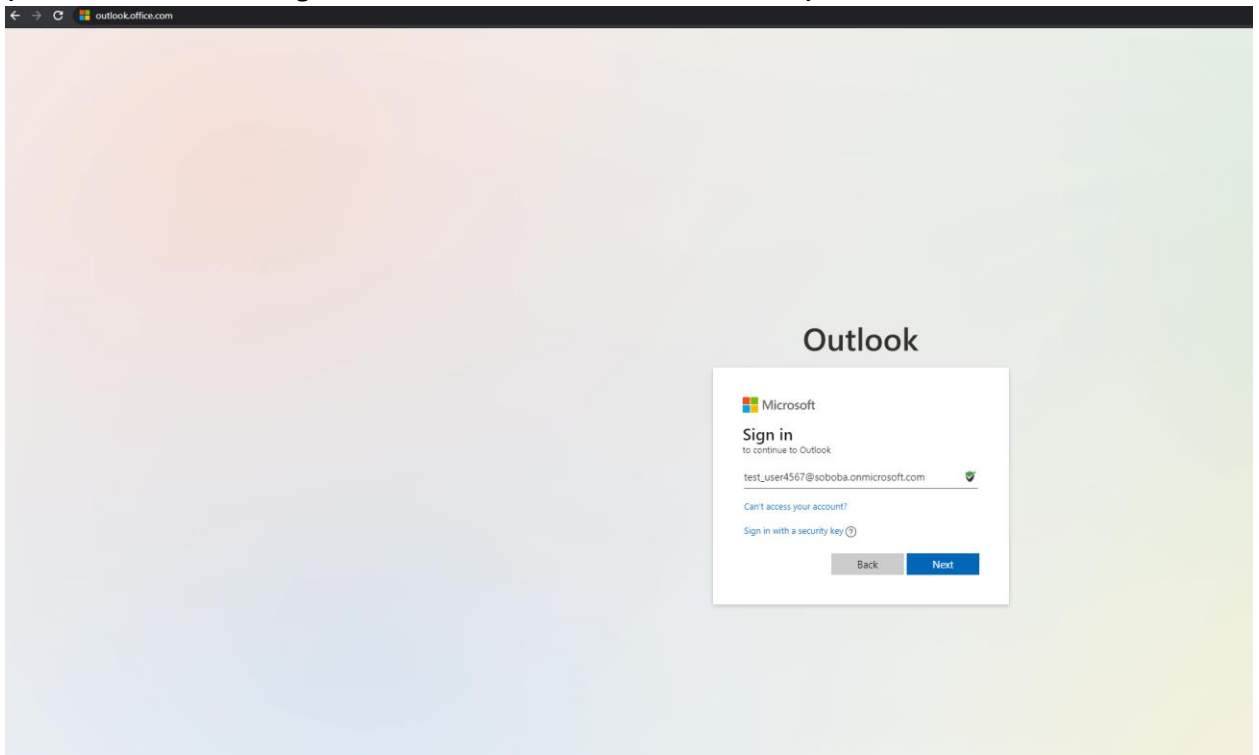


General Use Guide: How to login for the first time to your Tribal Member email account?

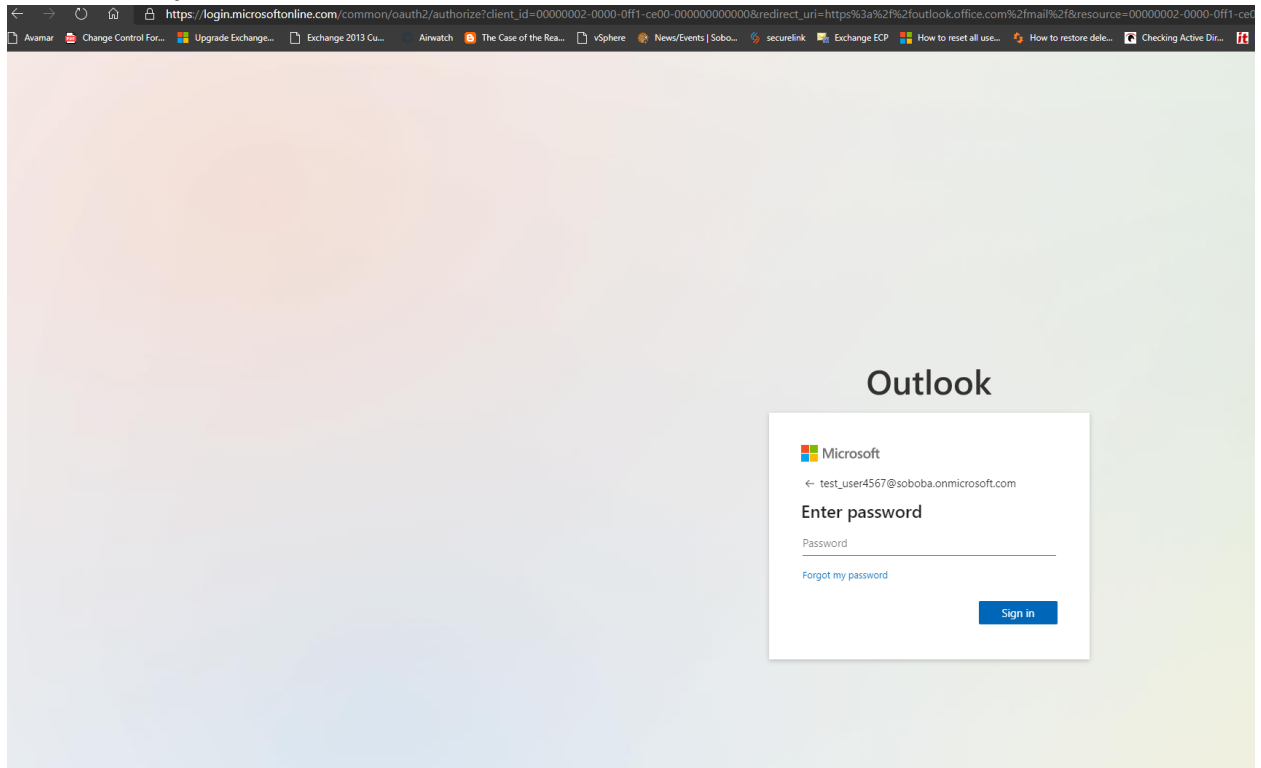
1. Go to <http://outlook.office.com>



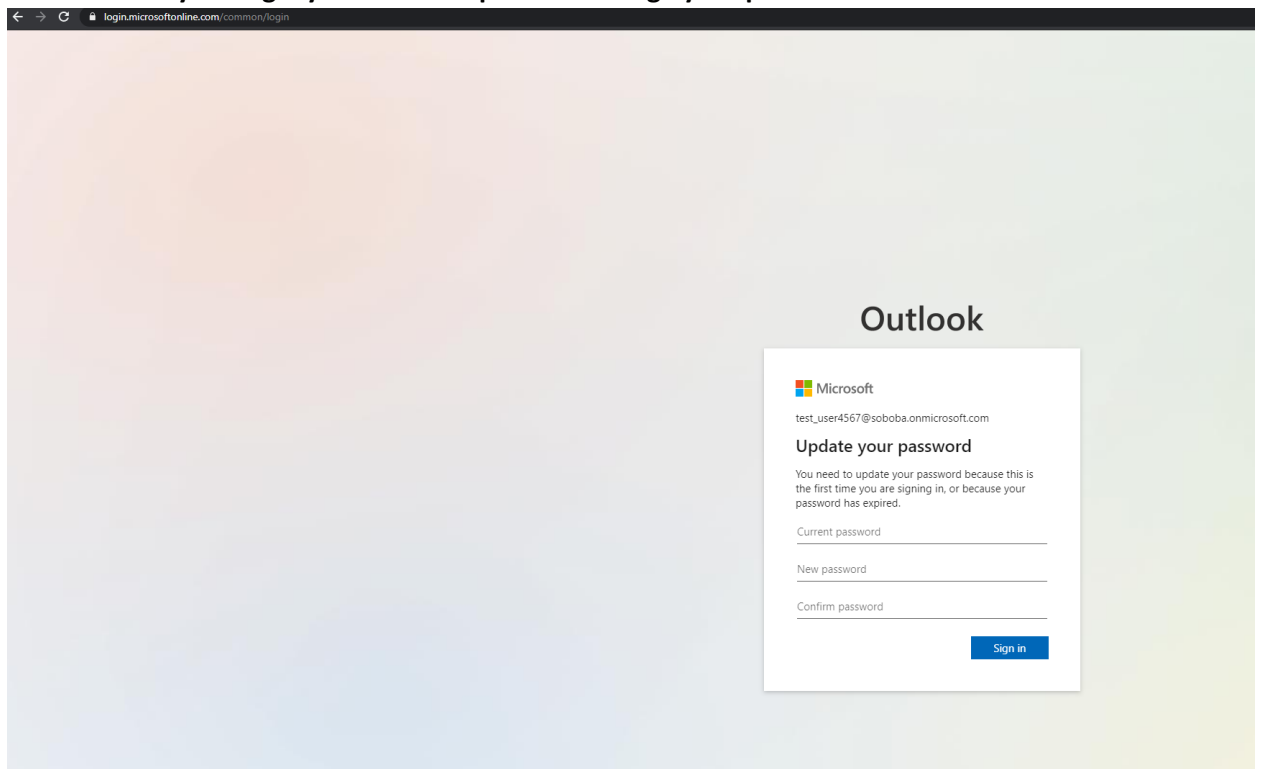
2. Enter your login: ex mmouse1234@soboba.onmicrosoft.com
(FirstInitialLastName4digitRollNumber@soboba.onmicrosoft.com)



3. Enter default password **\$0b0ba2020!**



4. The first time your login you will be required to change your password



5. You will also be required to enter a cell phone or alternate email address in case you ever need to reset your password.

6. Click next on this screen:

Outlook



test_user8901@soboba.onmicrosoft.com

More information required

Your organization needs more information to keep your account secure

[Use a different account](#)



[Learn more](#)

Next

7. Choose either phone or Email

don't lose access to your account!

To make sure you can reset your password, we need to collect some info so we can verify who you are. We won't use this to spam you - just to keep your account more secure. **You'll need to set up at least 1 of the options below.**

-  Authentication Phone is not configured. [Set it up now](#)
-  Authentication Email is not configured. [Set it up now](#)

finish

cancel

8. Enter recovery email or phone number

don't lose access to your account!

Please verify your authentication phone number below.

Authentication phone

United States (+1)

Enter your authentication phone number

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9. Enter verification code they email/text to you

don't lose access to your account!

Please verify your authentication phone number below.

Authentication phone

United States (+1)

We've sent a text message containing a verification code to your phone.

©2020 Microsoft [Legal](#) | [Privacy](#) Your session will e

10. Once logged in you will see any messages:

