How to Link your Office 365 Account to Moodle

Step One: In the Microsoft block located on the right hand side of the main course page, click on *Connect to Office 365*.

Step Two: Click on *Office 365 connection settings.*

Step Three: You will be prompted to log into your Office 365 Account. After logging in, you will be returned to the Moodle page and will notice that your account is now linked to Office 365.
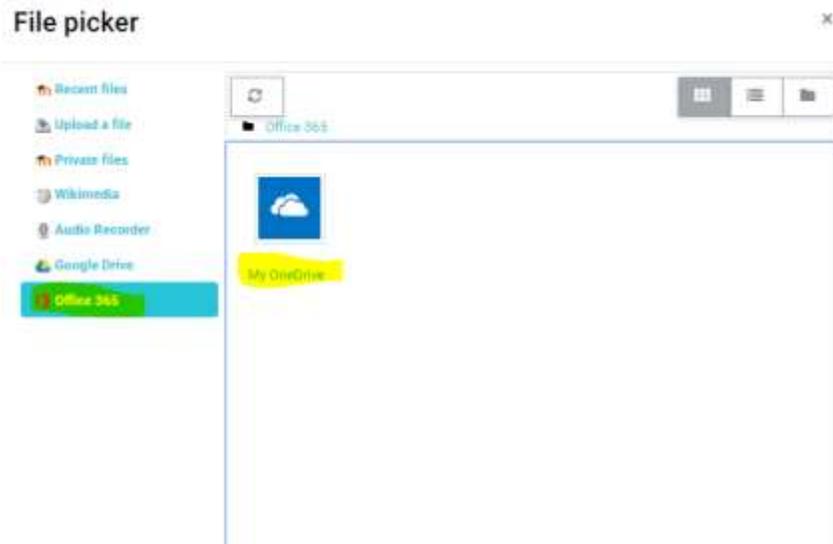
Step Four: Submitting Assignments – Once your accounts are linked, you will notice that your OneDrive is available when you select *choose file* and then *Office 365*.

After you linking your accounts, the Microsoft block will now include a link to your RCSD email and your OneDrive.