1. Goto Microsoft IT Academy website at https://itacademy.microsoft.com and then click “Sign in”:

2. Please click “Office 365 account” if you are prompted for the account type:
3. Input your OUHK O365 account and password to “Sign in”

4. After the successful sign-in, you will see the dashboard of your account:
5. You can click “Catalog” to browse the available online courses:

6. Or you can type-in a keyword in the search box to search the related courses:
7. Click the “Add” to add the course you would like to study

8. You can view the course immediately by clicking “View Course”
9. You can see the added courses under the “My courses” of your dashboard:

10. Please remember to “Sign out” the account or close the browser if you want to leave your account. You can continue the study any time after logon your Microsoft IT Academy again.