Synchronizing Your Microsoft Office Account With Your Lehigh Credentials

Your Lehigh computing account comes with access to Microsoft Office 365 and OneDrive. As of January 13, 2020, you will be able to access your Office account using Lehigh Authentication rather than with a separate Microsoft password.

What you need to do: For each device running Office 365, sign out of your Office account and log back in with your Lehigh email address (xxxxx@lehigh.edu) and your Lehigh password (the password you use for Gmail, Course Site, the Campus Portal, etc.). You can do this from any one Office application such as Excel, Word, or PowerPoint. Before using OneDrive for the first time, you will have to sign in to office.com and launch it through the website in order to associate the cloud drive with your account.

Be sure to review the steps relating to your computer whether you are running Mac OS or Windows to accomplish this account synchronization.

- macOS: Synchronize Microsoft Office Account with Lehigh Credentials
- Windows: Synchronize your Microsoft Office Account with your Lehigh Credentials