ACCESSING OFFICE 365 FROM MY BUFF PORTAL

1. Access the West Texas A&M University website at www.wtamu.edu.
2. Click on the My Buff Portal icon.

3. Login using your credentials and click Sign In.

4. Click on the Student Email icon in the upper, right-hand corner.

5. Click on the Office 365 icon in the upper, left-hand corner. (Alternatively, the blue App List icon will provide a shortcut to access Office 365 apps.)