Student Access to Firefly from home

1. On a home device (PC, Apple mac, iPad, phone) go to this URL:
https://bishopstopford.fireflycloud.net/login

2. Then click on the 'Office 365' button
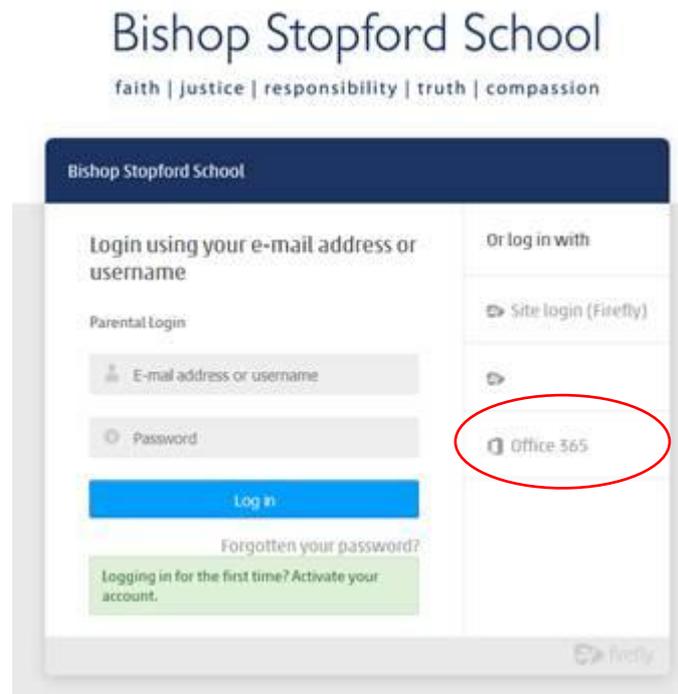
3. Then type the student's school email address as the username.
(usually the school email address is the year that they joined the school followed by their first initial and surname followed by @bishopstopford.com; so for example John Smith who joined year 7 in 2017 would have the email address 17JSmith@bishopstopford.com)

4. Type the student's usual school password as the password.
(This is the password the student uses to access the school network. If a student forgets their password they should request their password be reset at the IT Helpdesk in the foyer)

5. Click 'Sign in' to access the account