# Creating a Microsoft Account

Note:  **Use Microsoft Edge for this.**  Although other browsers should work fine most of the time,  use Microsoft Edge when working with  OneDrive, because Edge is a Microsoft product and occasionally there may be "quirks" when using other browsers.
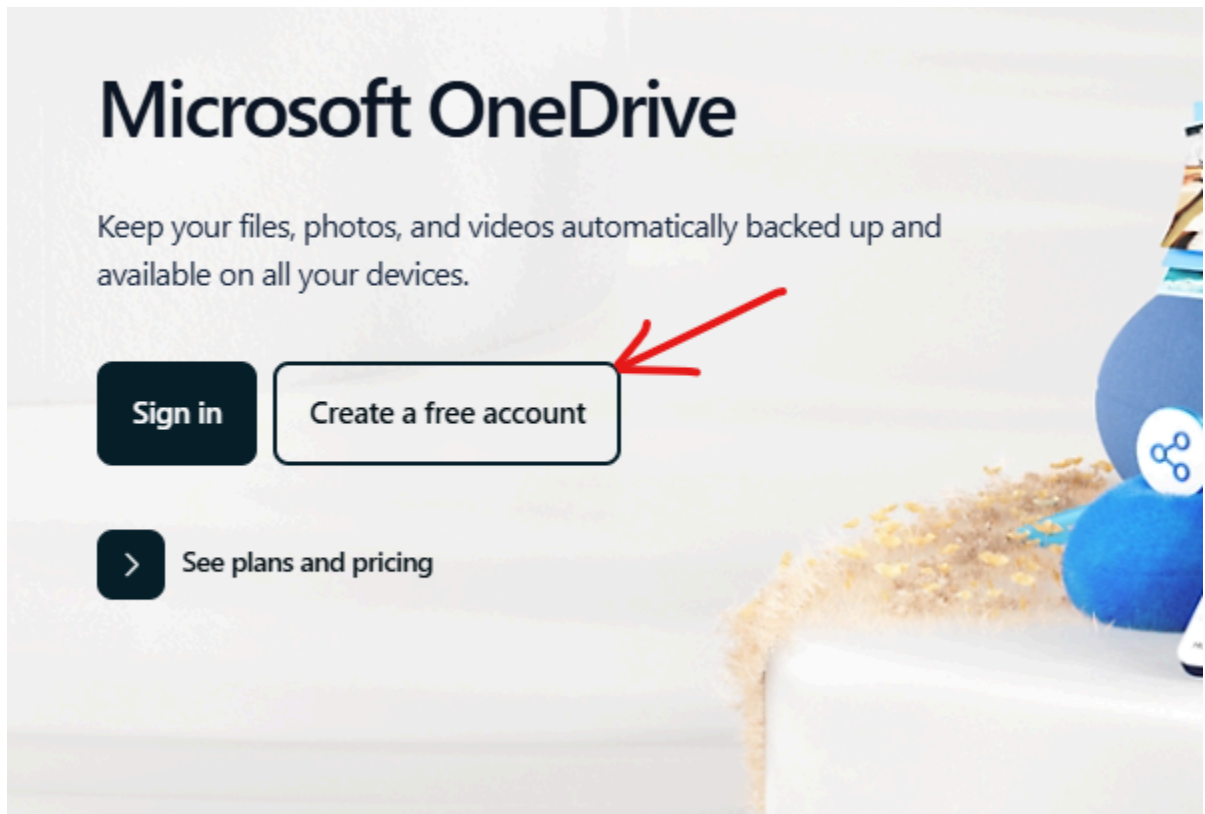
**What is a Microsoft account?**  A Microsoft account is a personal account required for access to Microsoft's products and services.

**What is a Microsoft account used for?**

You need a Microsoft account to sign in to your Windows pc, Xbox console, or any of Microsoft's products and services, including Office, Outlook.com, OneDrive, Xbox Live, Microsoft 365, Family Safety, Skype, Bing, Microsoft Store and MSN.

**Important Note:**  You already have a Microsoft Account from LSCPA.  You may also have another Microsoft account for another school or workplace.  However, **for these assignments, you  must use a personal Microsoft account.**   Do not use your Lamar or school or workplace  Microsoft account for these assignments.
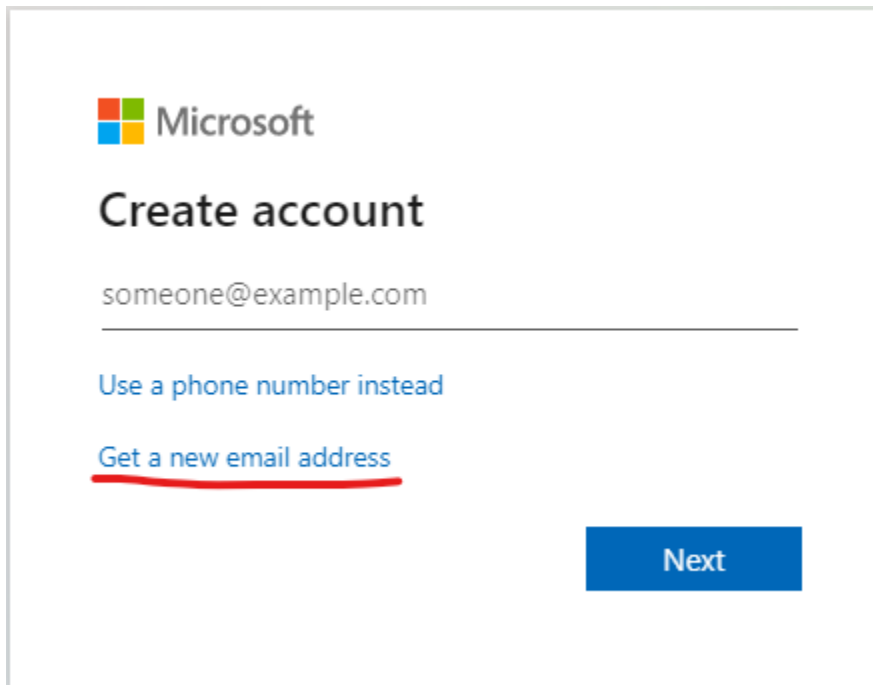
1. To create your Microsoft account, first go to onedrive.live.com or or https://account.microsoft.com/account/CreateAccount   You may already have a personal account.  If so, you can just log in. at onedrive.live.com

2. Note:  the initial screens may vary here, but you are looking for the "free" account.   As of 11/3/24,  this is what you'll probably see
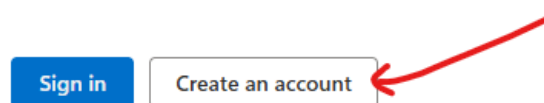
3. Create an email account.  First, click Get a new email address



4. Enter a anew email address

**IMPORTANT!    This email address you enter here becomes the name of your Microsoft account. It will be something@outlook.com.   Remember it!**

# Microsoft

## Create account

New email | @outlook.com ⌄

Next

5. Enter a password and deselect promotional emails, then click Next

6. Enter your birthdate

7. Enter your name
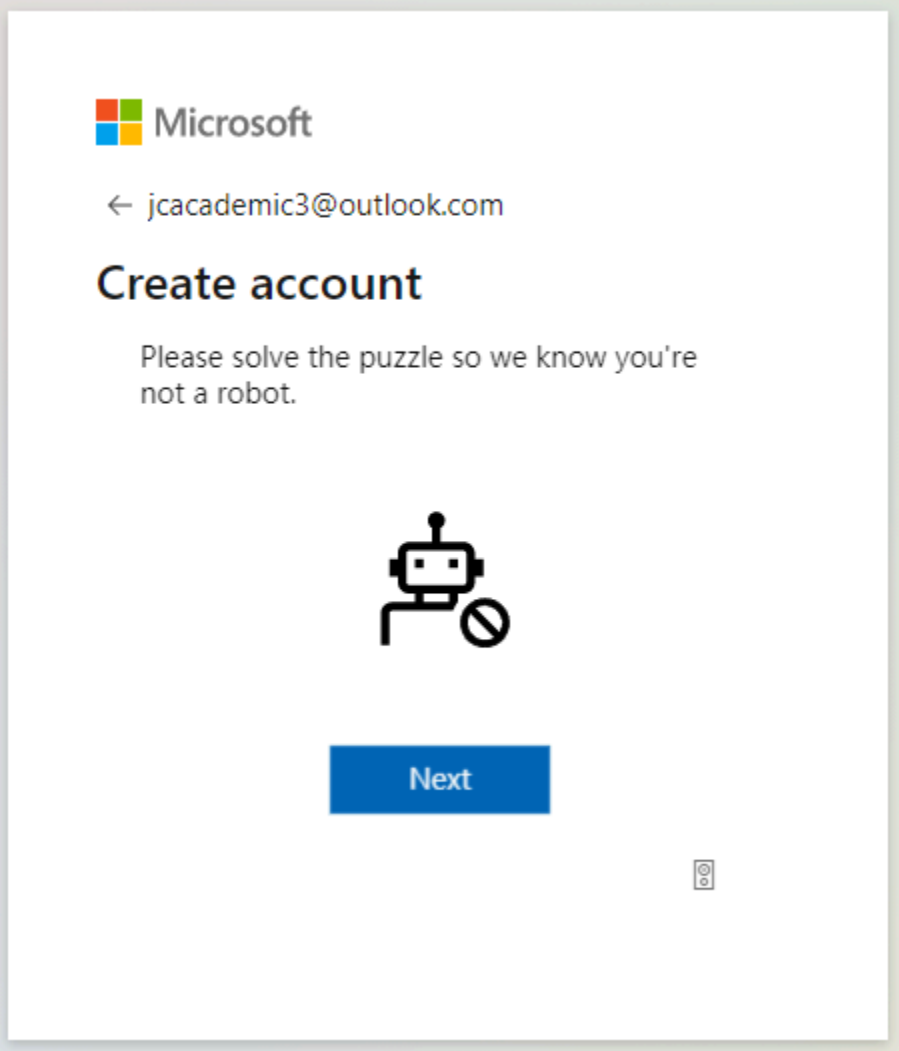
8. If this appears, click Next to solve a problem to prove you are not a robot.

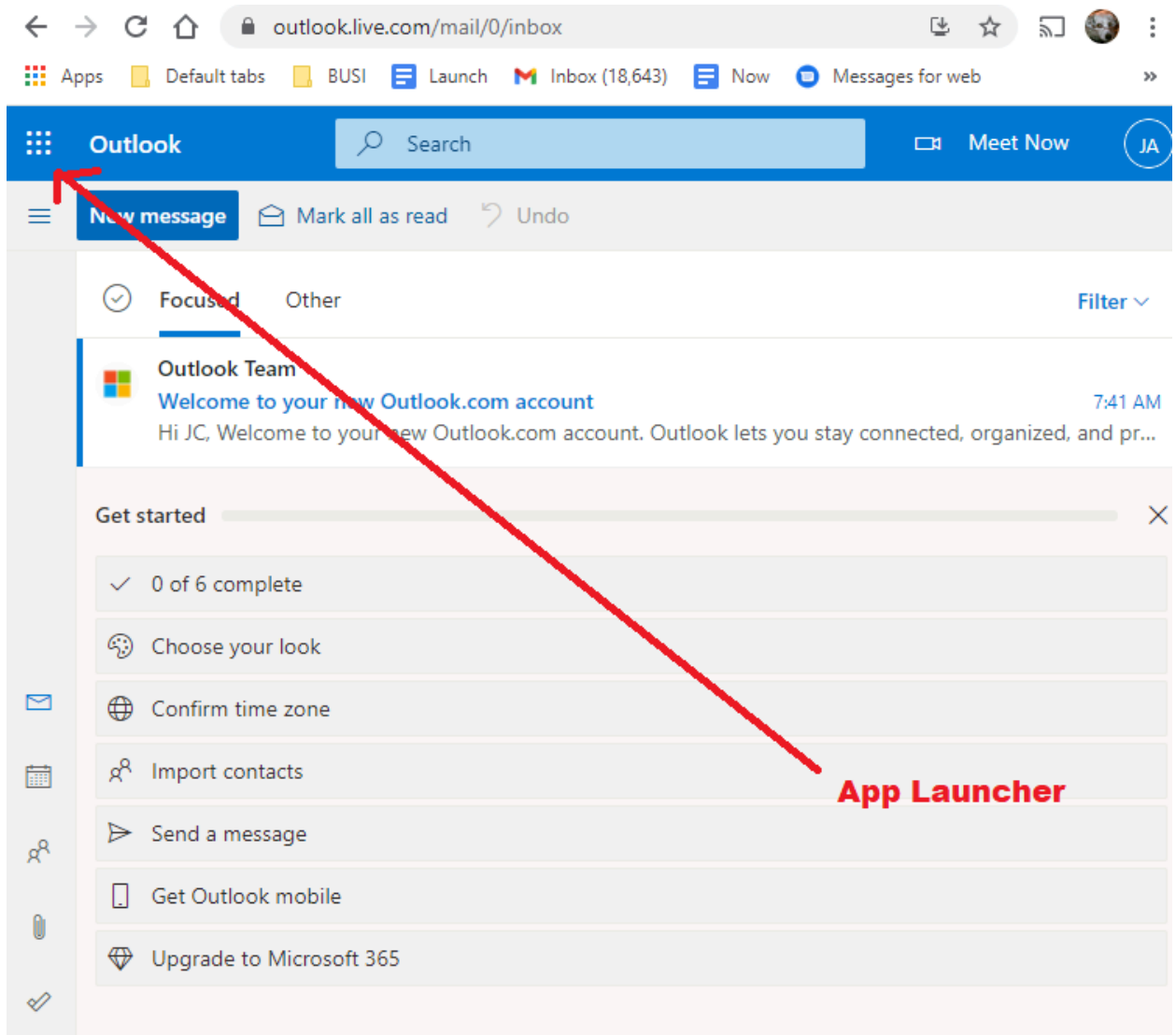9. You now have created your Microsoft account.   What you see next is called Outlook. It is the website you use to read your Microsoft email for your new account.   <mark>Notice the website is outlook.live.com.</mark>
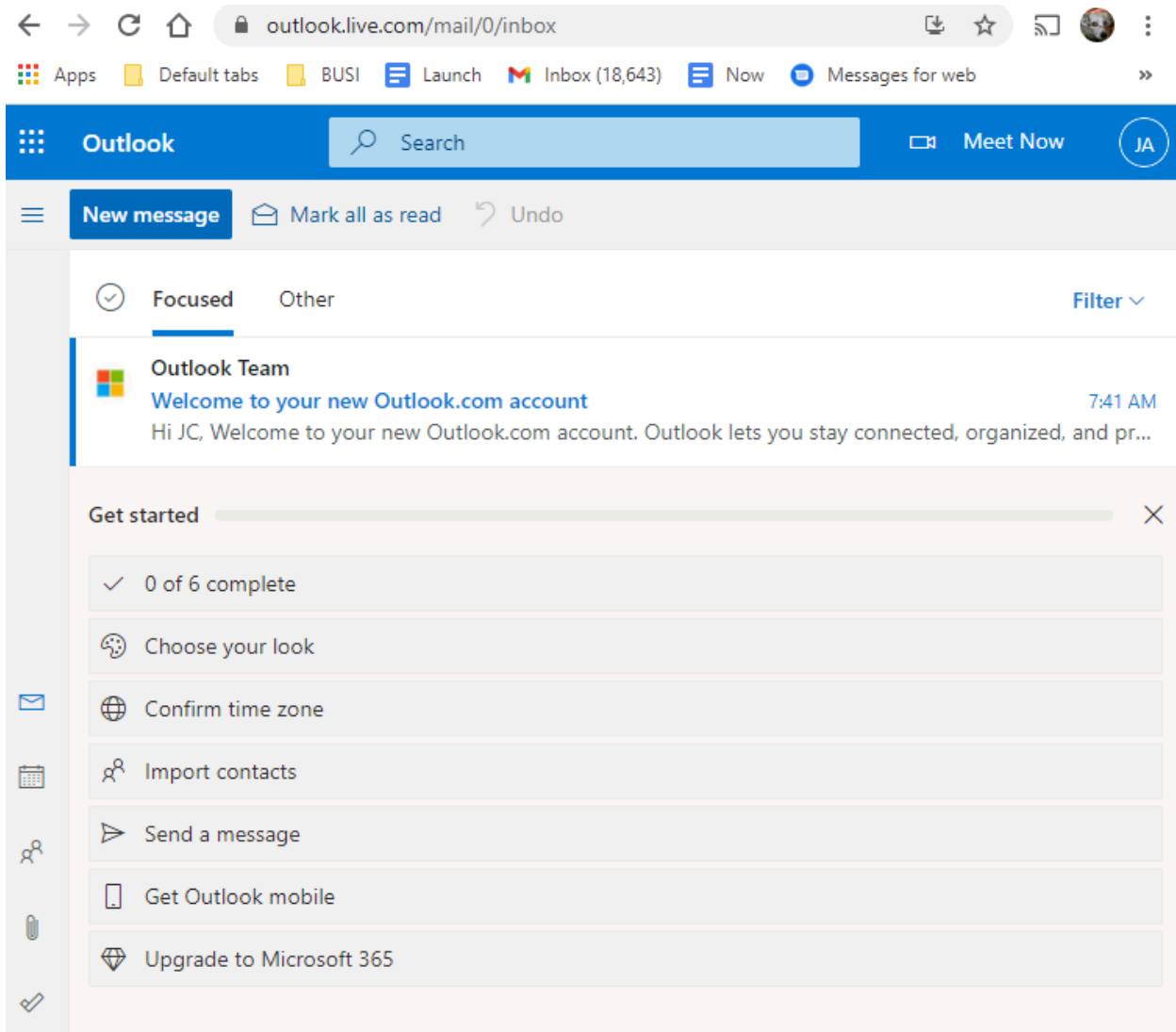
10. To get to OneDrive, you can click on the App Launcher in the corner and select OneDrive.

11.    You are now in Onedrive. Notice the web address is onedrive.live.com.   ==In the future , you can go directly to Onedrive by entering onedrive.live.com in the address bar.==