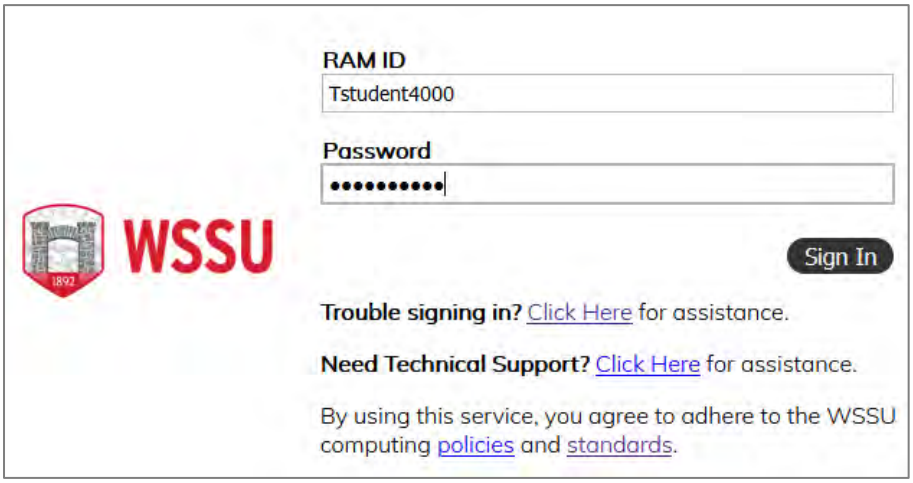
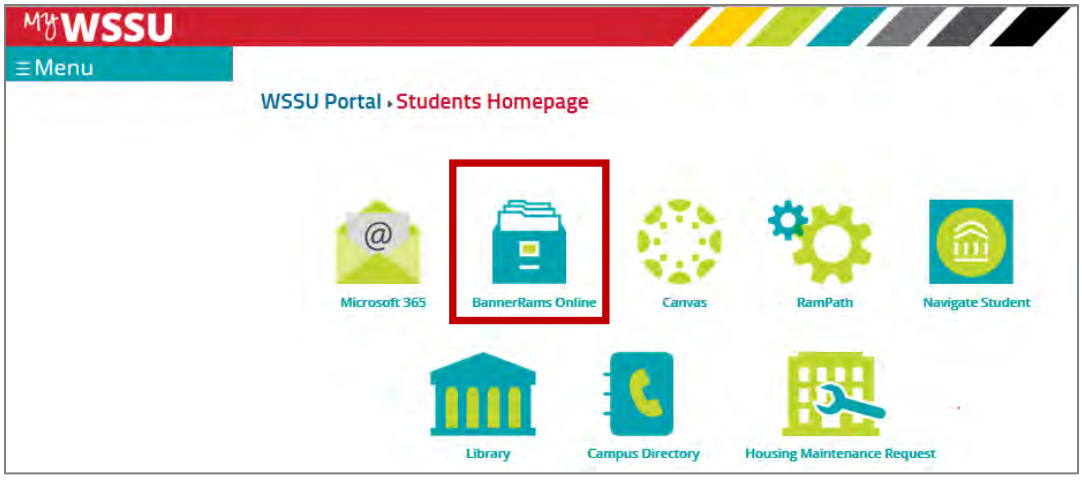
WSSU Student Microsoft 365 Email Account Management

1. Open a Google Chrome/Mozilla FireFox browser and open the University homepage [WSSU Homepage]
2. Click on "**Current Students**"
3. Click the **MyWSSU** icon

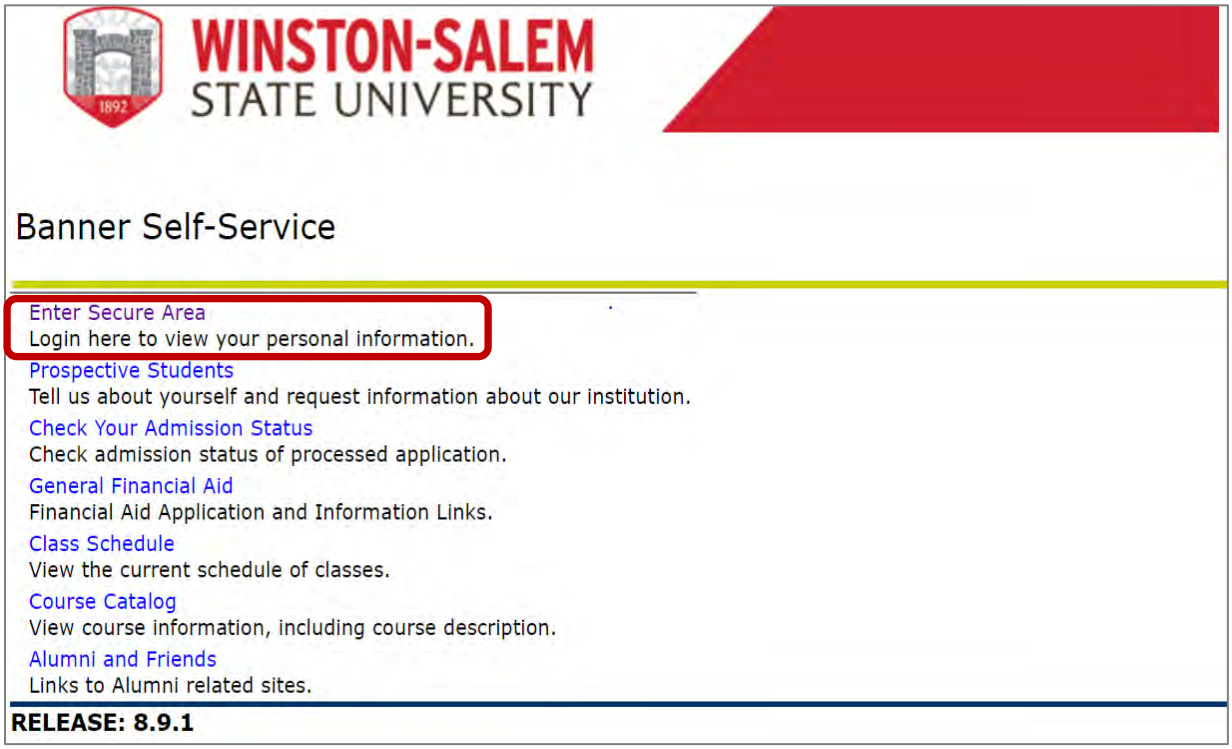


4. Login using your **RAMID** and **Password**.
5. Click **Sign In**

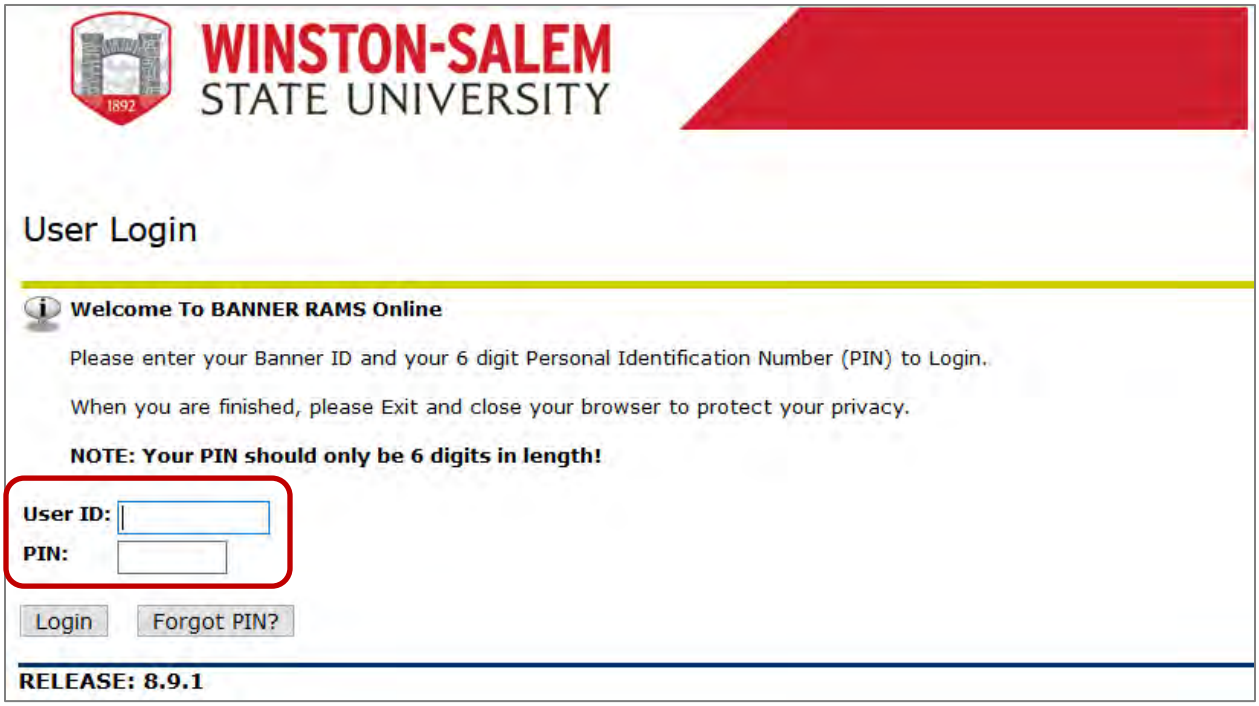


6. Click the **BannerRams Online** icon on the Student Homepage.

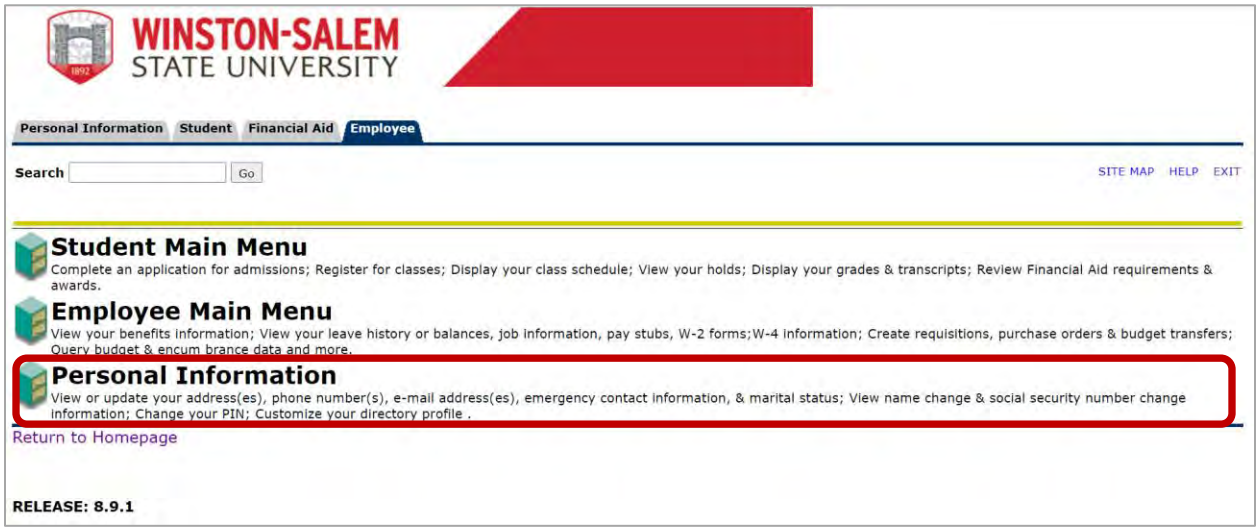
You will be directed to the Banner Rams Online page.



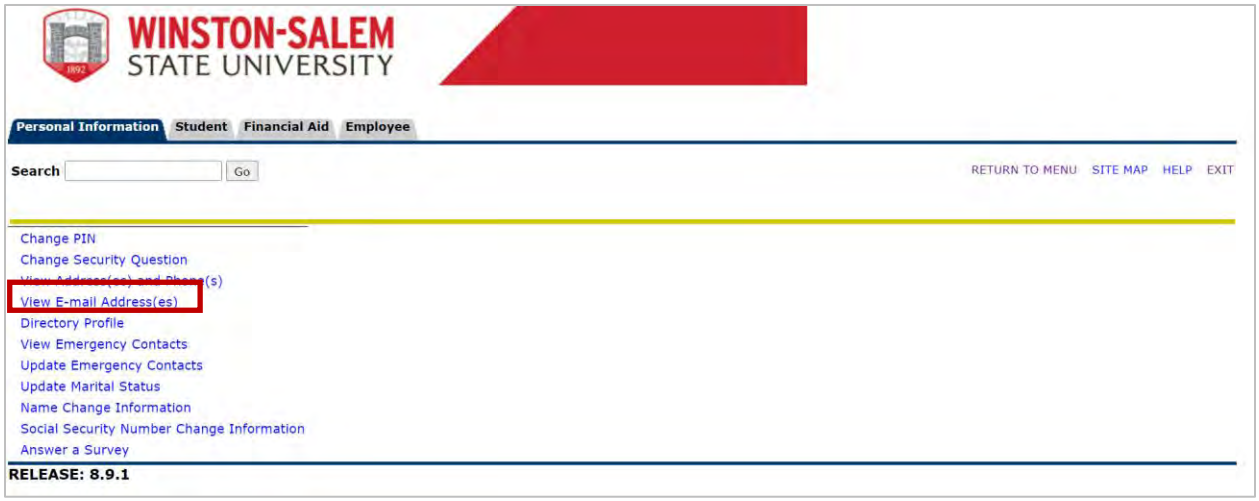
7. Click on "**Enter Secure Area**"



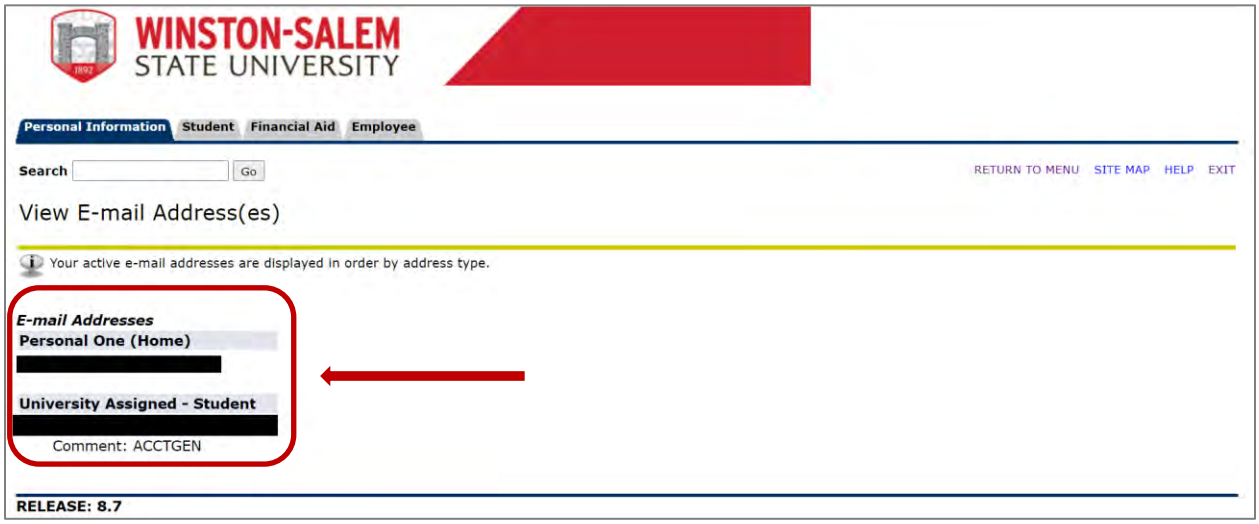
8. Enter your **Banner ID** and **Password** and click the "**Logon**"



9. Click **"Personal Information"** to view and update email information.



10. Click the **View Email Address(es)** link.



11. View your active email addresses in order by address type.