Accessing the *MIS Gateway*

In order to access learning materials for any internet enabled device, your primary destination is the MIS Gateway.

The MIS Gateway is a web portal that provides all QLD students with access to their Office365 applications.
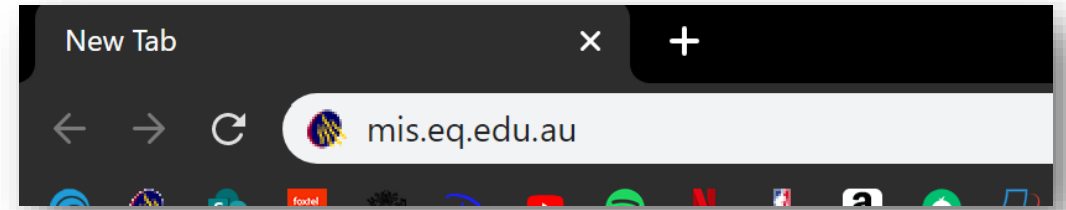
- *OneNote (including Class Notebook).*
- *Outlook (school email)*
- *Word Online*
- *PowerPoint Online*
- *Excel Online*
- *OneDrive (student cloud based storage)*

Any documents created using these online applications are automatically saved to your OneDrive.

In order to access these applications, all you need are three things:

1. *An internet enabled device.*
2. *Your school username*
3. *Your school password*

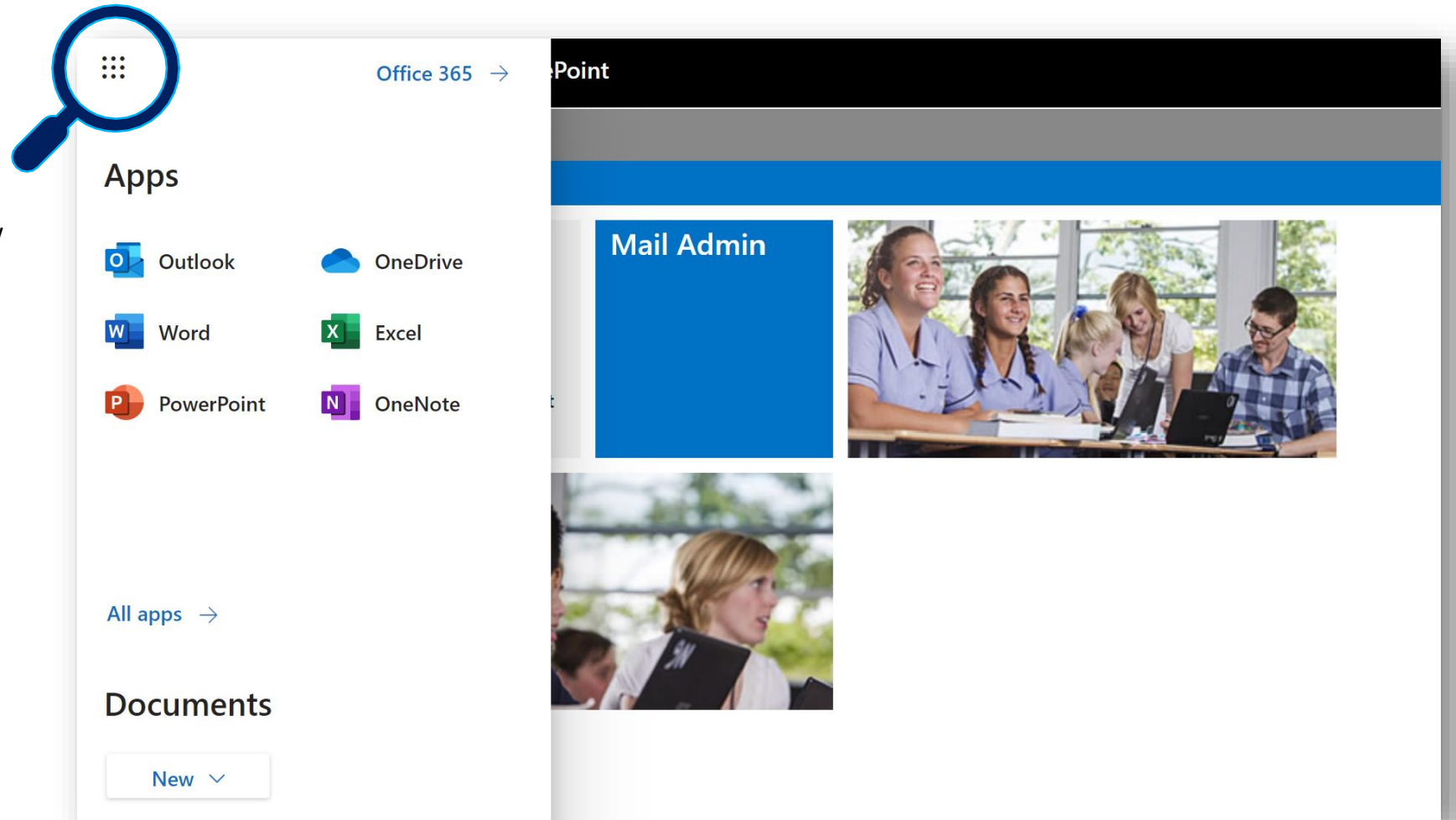1. To access the MIS Gateway, simply enter the url *mis.eq.edu.au* into your preferred web browser.

2. Enter your school username and password (remembering to check the *I agree* box prior to Sign In).

3. To access your Office365 applications, select the *app launcher* button on the top left.

A menu will appear that will allow you to select an app for use.

Office 365 →

Apps

Outlook   OneDrive

Word   Excel

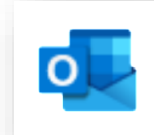PowerPoint   OneNote

All apps →

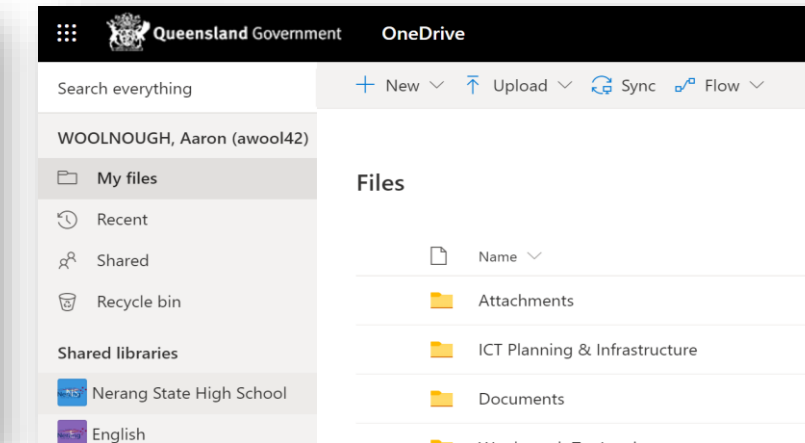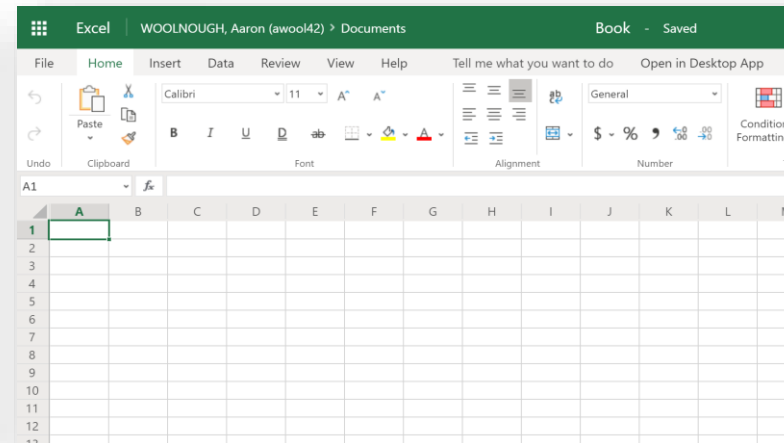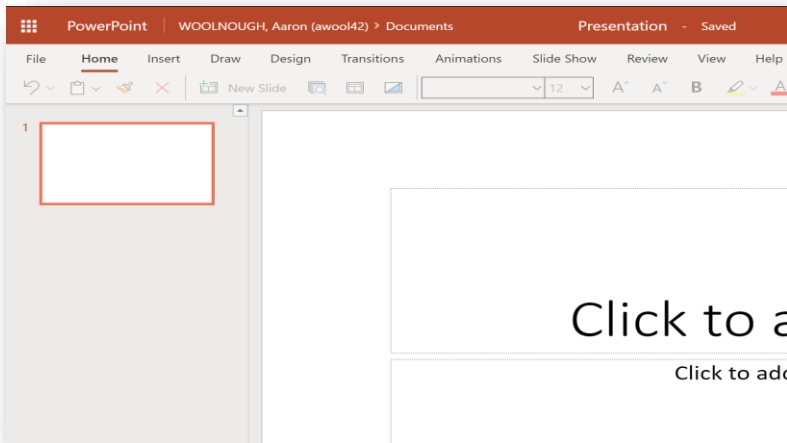**Documents**

New ⌄

Mail Admin

Point

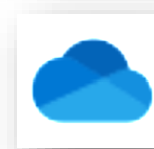Mail Admin
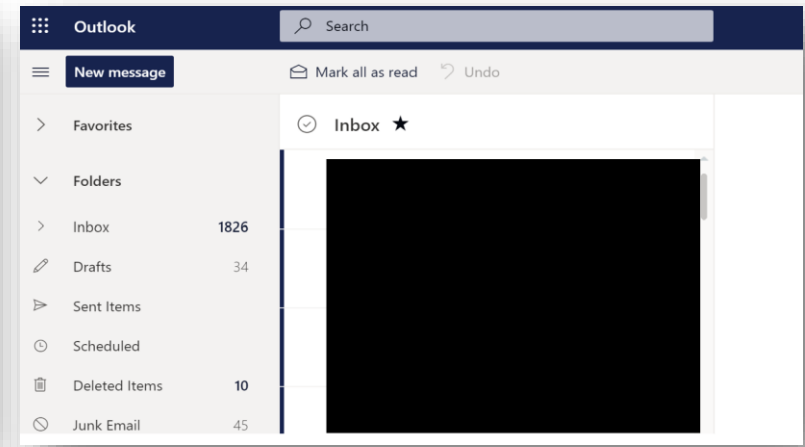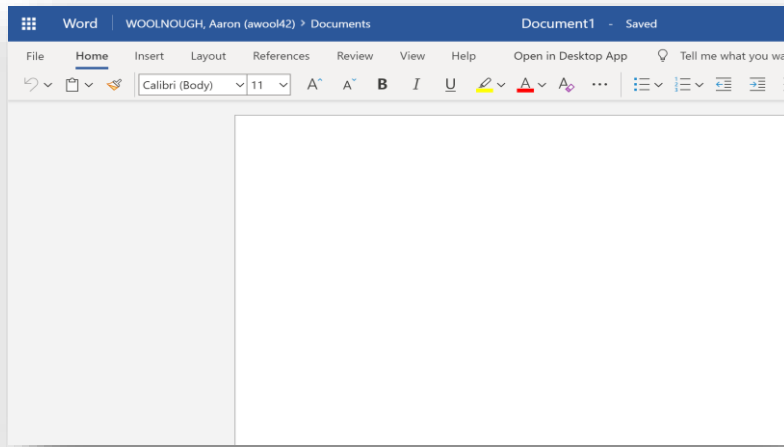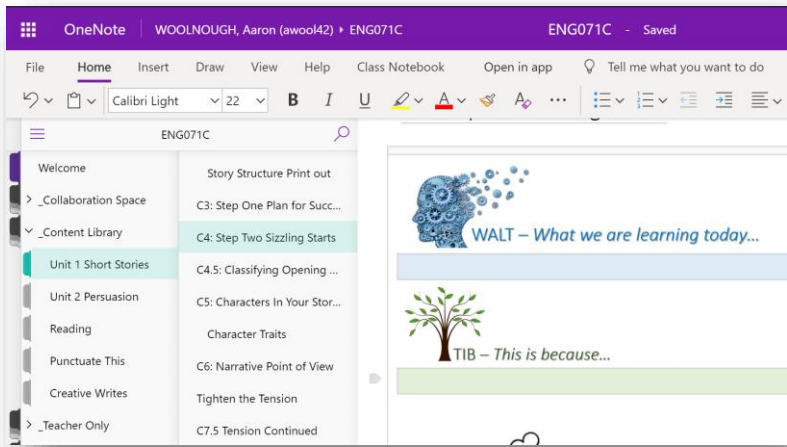
OneNote (including Class Notebook)

Word Online

Outlook Online (email)

PowerPoint Online

Excel Online

OneDrive