

How to Sign in to a Windows Computer

Use Your Windows Username (NOT Your Email Address)



When signing in to a Windows computer at MNHC, always use your **Windows username**.
Do NOT use your email address (e.g., **gregt@mnhc.org**).



CORRECT – Use Your Windows Username

Enter only your Windows username (not your email), then your password.

Example:

Username: **gregt**
Password: *****

Other user

gregt

Password →

Sign in to: MNHC

How do I sign in to another domain?



Tip: Most Windows usernames use your first name followed by the first letter of your last name.

Example: Greg Tremo → **gregt**



INCORRECT – Do NOT Use Your Email

Do NOT enter your email address (e.g., **gregt@mnhc.org**) when signing in to the computer.

Don't Enter This:

Username: **gregt@mnhc.org**
Password: *****

Other user

gregt@mnhc.org

Password →

Sign in to: MNHC

How do I sign in to another domain?



See the Microsoft Logo? Use Your Email Address

If you see the Microsoft logo like the example shown, sign in using your MNHC email address.

gregt@mnhc.org



Microsoft

Sign in

gregt@mnhc.org

[Can't access your account?](#)

Next

Quick Reference



Signing in to a Windows Computer:

Username to use: **gregt**



Use your **Windows username only** (e.g., **gregt**)



Signing in to Microsoft Services
(Outlook, Microsoft 365, Teams,
OneDrive, and other Microsoft services):



Use your **email address** (e.g., **gregt@mnhc.org**)

Email to use: **gregt@mnhc.org**



Need help?

Contact IT Support at ext. 4345
or submit a ticket.



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