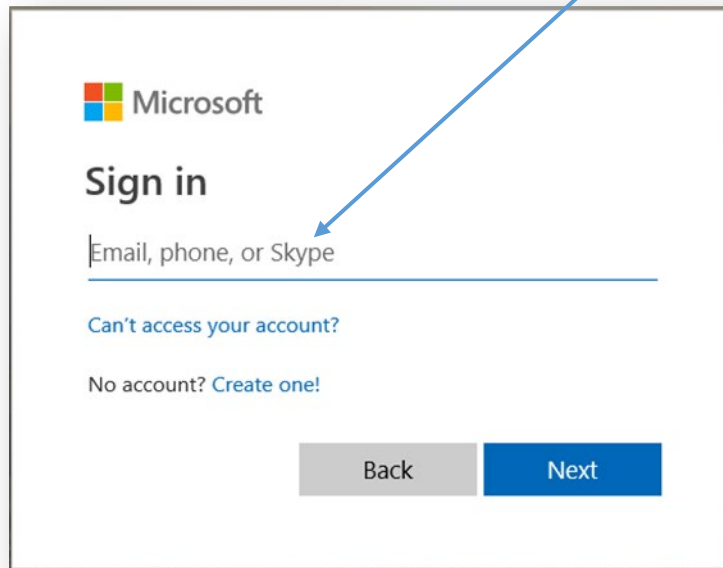# Student Email and OneDrive

Note: Your account information will be sent to your personal email box by AIBT admission team (Jinni or Katlyne)

1. Go to AIBT website/Quick links/Student Portal
2. Click Student Email login
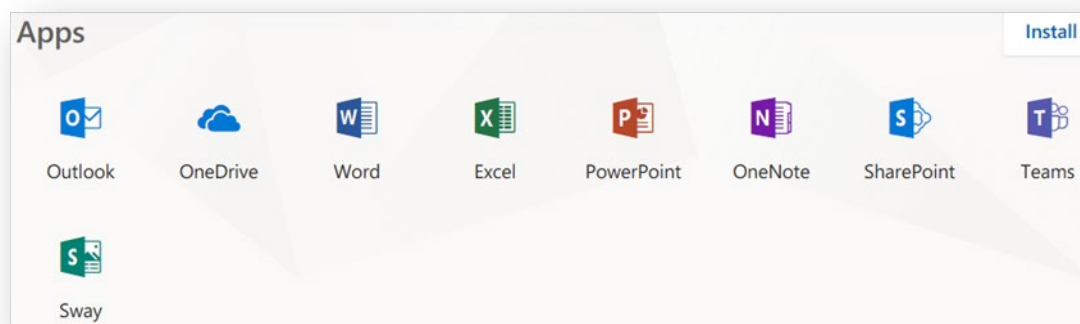3. Input your email account and password in sign in page
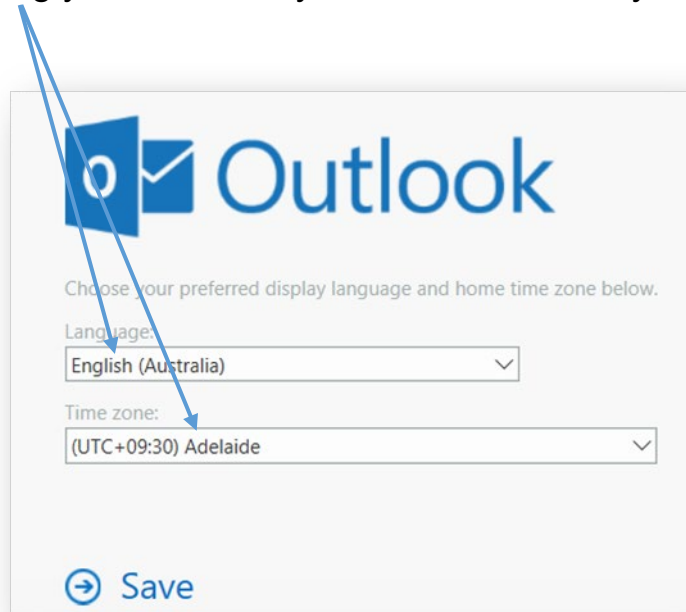

The format of Email:
Student ID: abt12345
Email: abt12345@student.aibt.edu.au
Password: Abcde12345

4. You can find useful application once you logged in.

Adelaide Institute of Business and Technology | Level 5,127, Rundle Mall, Adelaide, South Australia 5000 | P.O.Box 3332, Rundle Mall, SA 5000

Phone: +61 8 8212 0990 | Email: info@aibt.edu.au | Web: www.aibt.edu.au | CRICOS Provider Number 03133G | Registered Training Provider Number 40312

5. After initializing your Outlook, you can start to use your email.

6. AIS will send emails through your school email account; therefore, it is better to check your mailbox every day.

Adelaide Institute of Business and Technology | Level 5,127, Rundle Mall, Adelaide, South Australia 5000 | P.O.Box 3332, Rundle Mall, SA 5000

Phone: +61 8 8212 0990 | Email: info@aibt.edu.au | Web: www.aibt.edu.au | CRICOS Provider Number 03133G | Registered Training Provider Number 40312
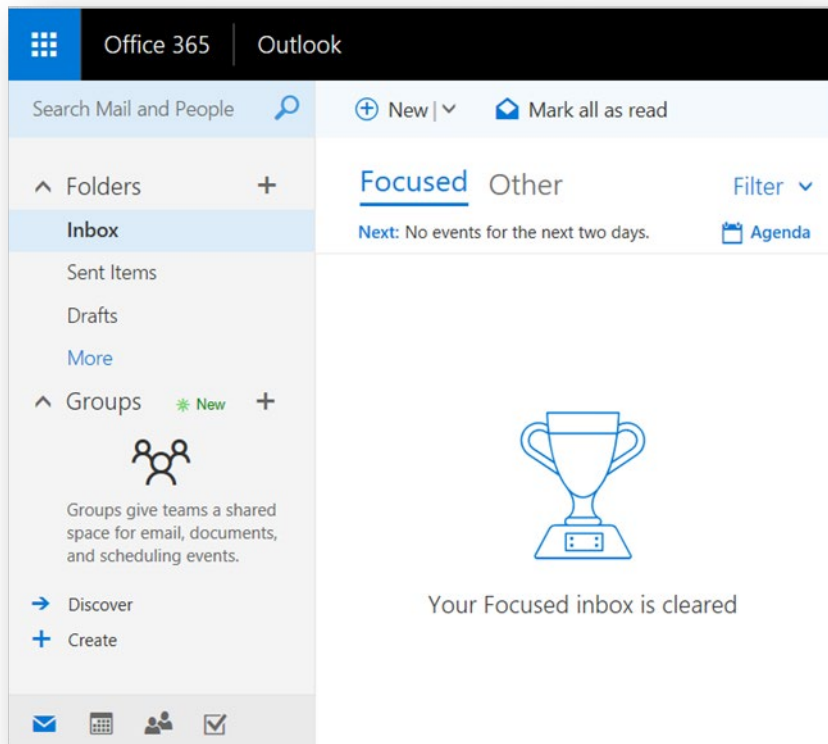
7. In addition, same functions as an USB, OneDrive is a safe and useful cloud drive that you can save your documents on it.
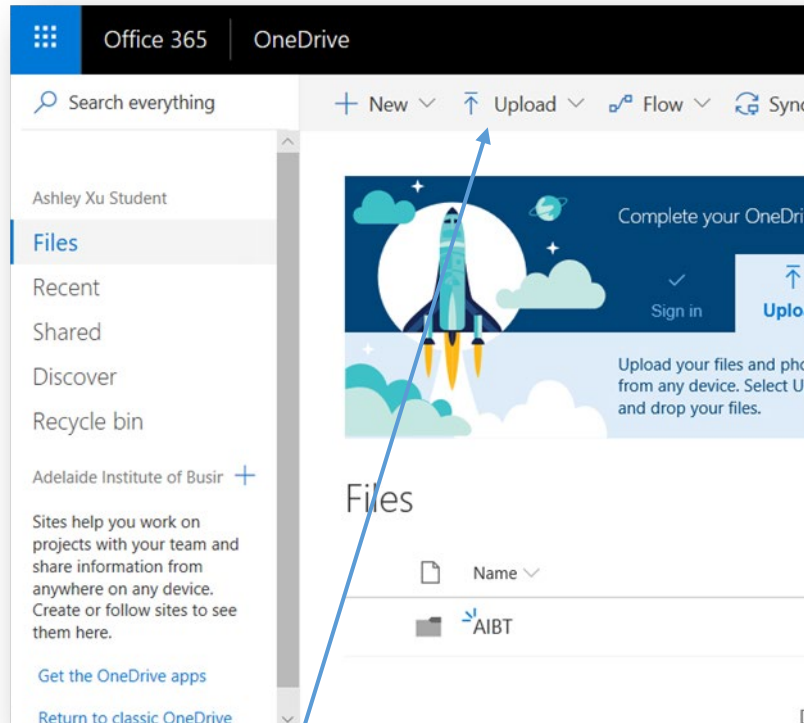
(You can create different folders to save documents of courses，and more and more functions waiting for you to explore!!)

Note: *If you still have questions about this, please do not hesitate to contact IT by following email accounts should you have any queries.*

servicedesk@aibt.edu.au

Adelaide Institute of Business and Technology | Level 5,127, Rundle Mall, Adelaide, South Australia 5000 | P.O.Box 3332, Rundle Mall, SA 5000

Phone: +61 8 8212 0990 | Email: info@aibt.edu.au | Web: www.aibt.edu.au | CRICOS Provider Number 03133G | Registered Training Provider Number 40312