

Log into Multiple Microsoft 365 Accounts on the Same Computer

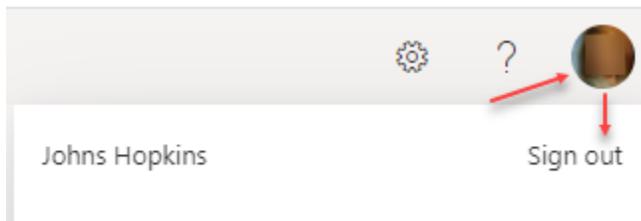
If you are logging into a new Microsoft 365 account, you may find that your browser has saved your credentials from an existing account and will attempt to log into that account automatically.

Below are some options to switch between Microsoft accounts:

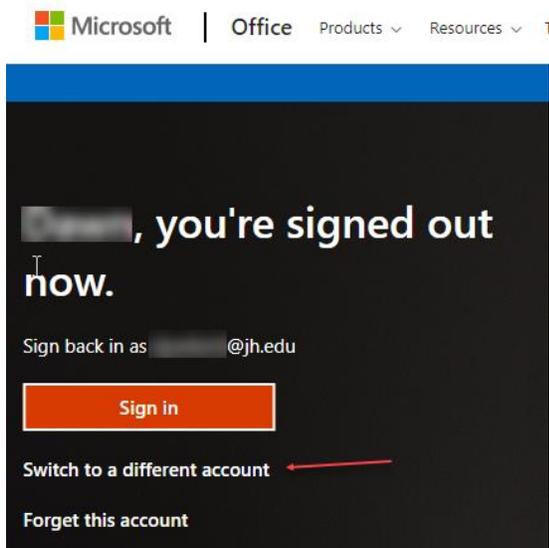
1. Sign out of the account you are signed in with and then sign in with the other account.
2. Use a different web browser.
3. Open a private session in your current web browser.
 - Microsoft Edge: InPrivate
 - Chrome: Incognito window
 - Firefox: New Private Window

1. Sign Out of Current Account

If you are already logged into an account, click your photo or name icon in the upper right corner. Click **Sign Out**:



Click **Switch to a different account**.



2. Use a different web browser

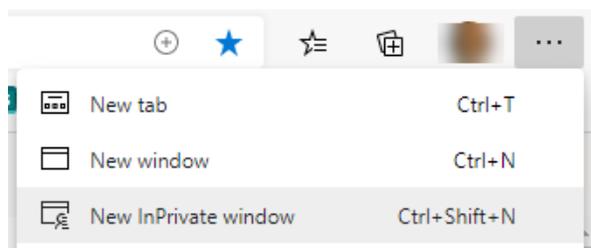
Example: If you are using Chrome, open Firefox and sign into the new Microsoft 365 account.

3. Use A Private Browser Window

You may also access another account by using a private browser window in your current browser.

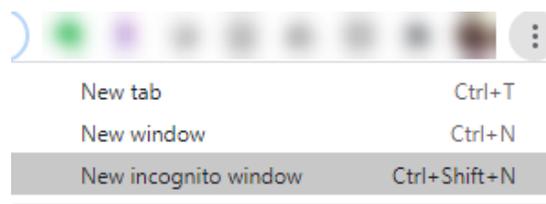
Microsoft Edge

Click the settings icon in the upper right corner and select **New InPrivate Window**.



Chrome

Click the settings icon in the upper right corner and select **New Incognito Window**.



Firefox

Click the settings icon in the upper right corner and select **New Private Window**.

