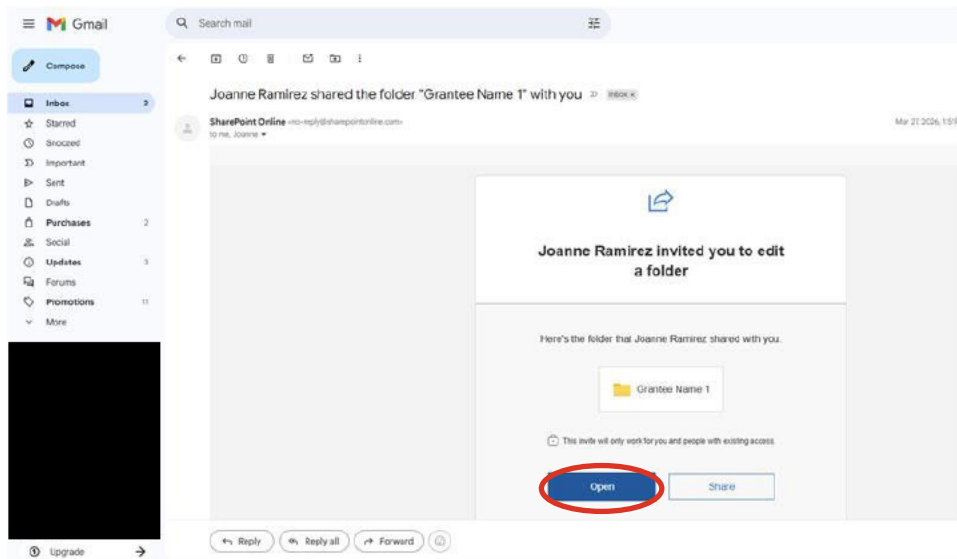
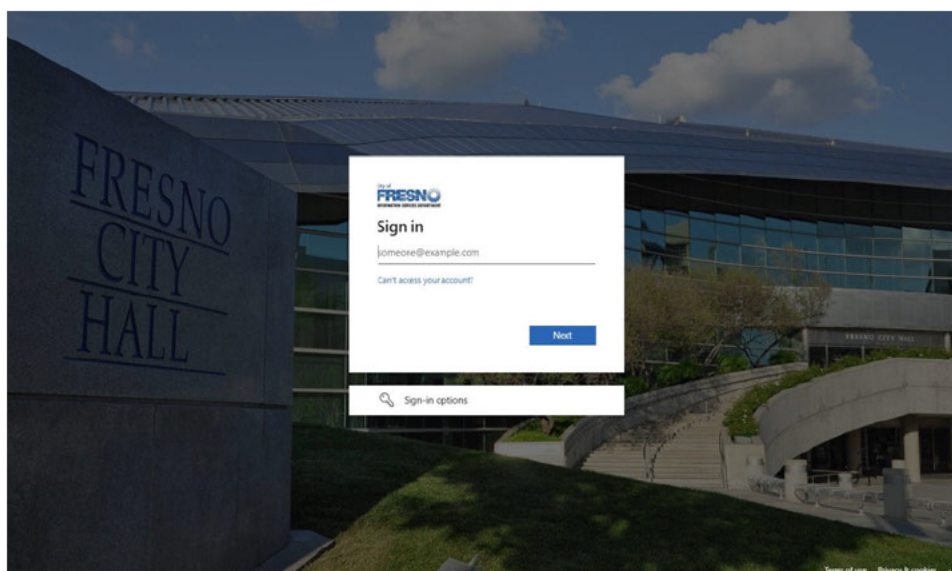


Guest Account SharePoint Setup

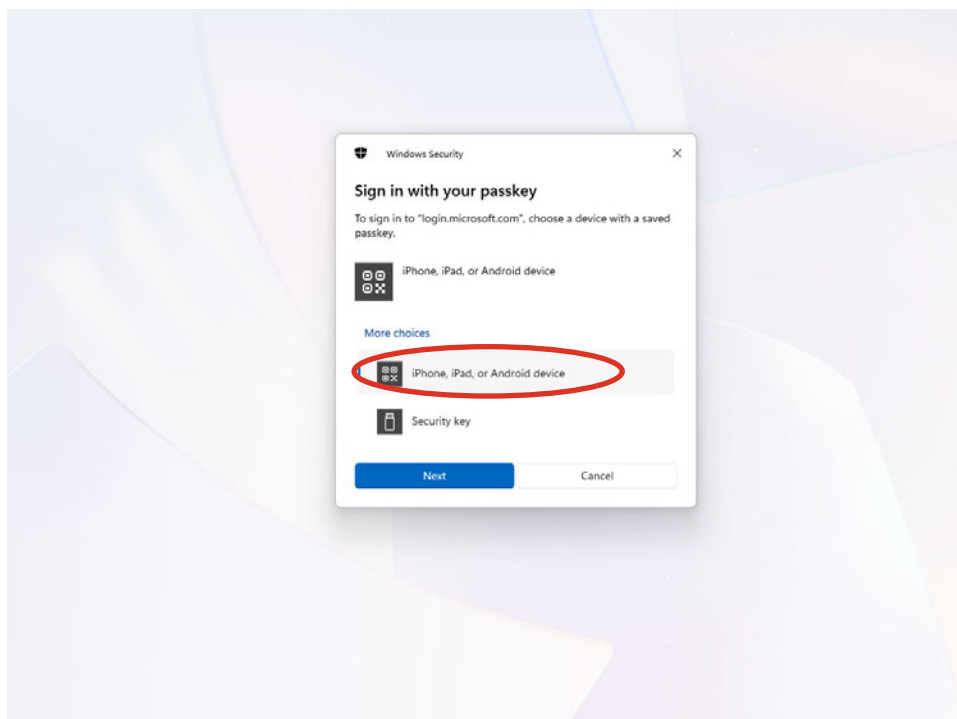
- 1 Navigate to your email account.
- 2 Click on email from "SharePoint Online."
- 3 Click "Open."



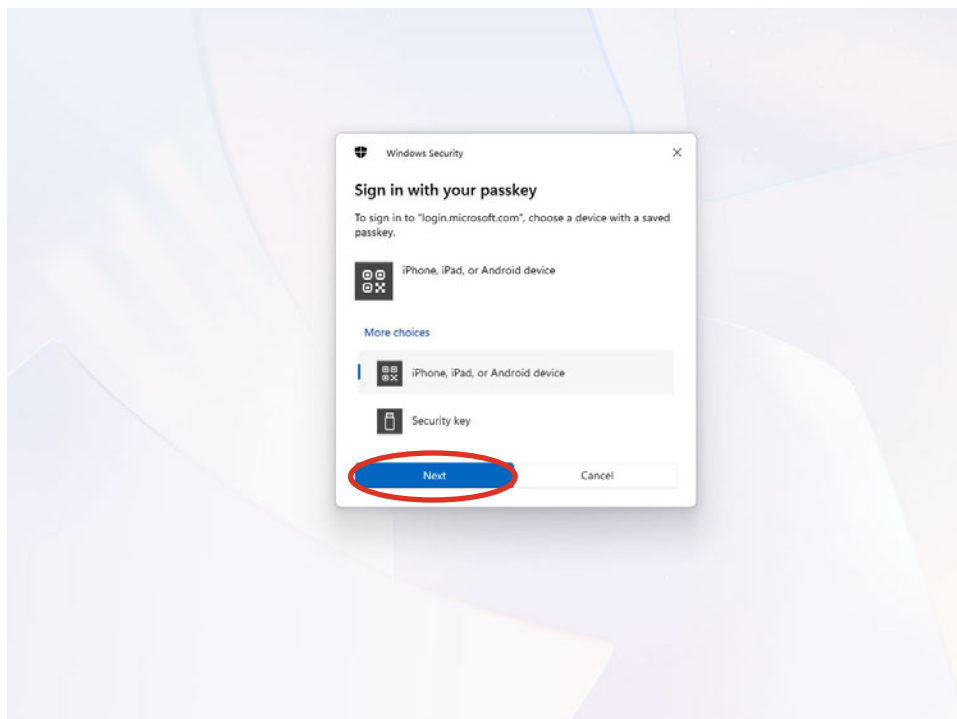
- 4 Click the "someone@example.com" field. Type in your email address.



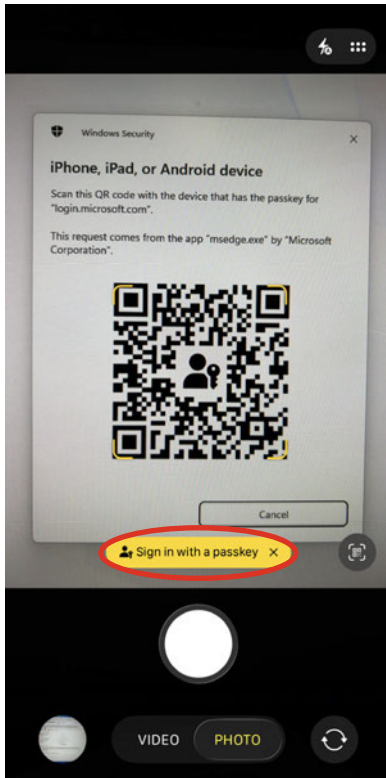
5 You will be prompted to sign in with a passkey. Click "iPhone, iPad, or Android device."



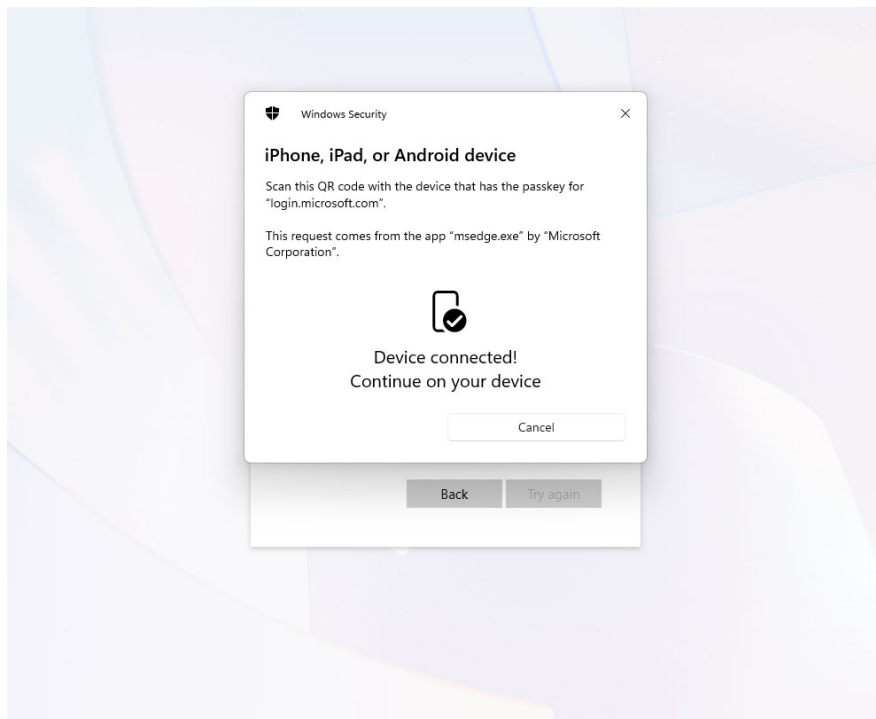
6 Click "Next." A QR code will pop up on your screen.



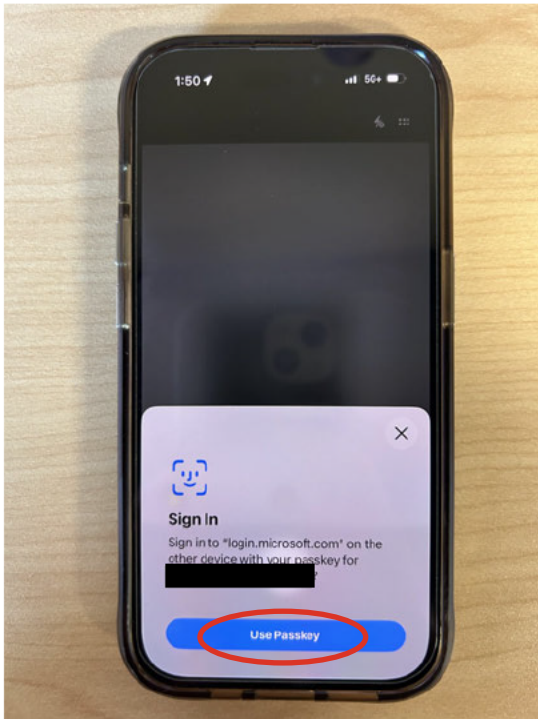
7 Scan the QR code with your device's camera app. Click "Sign in with a passkey."



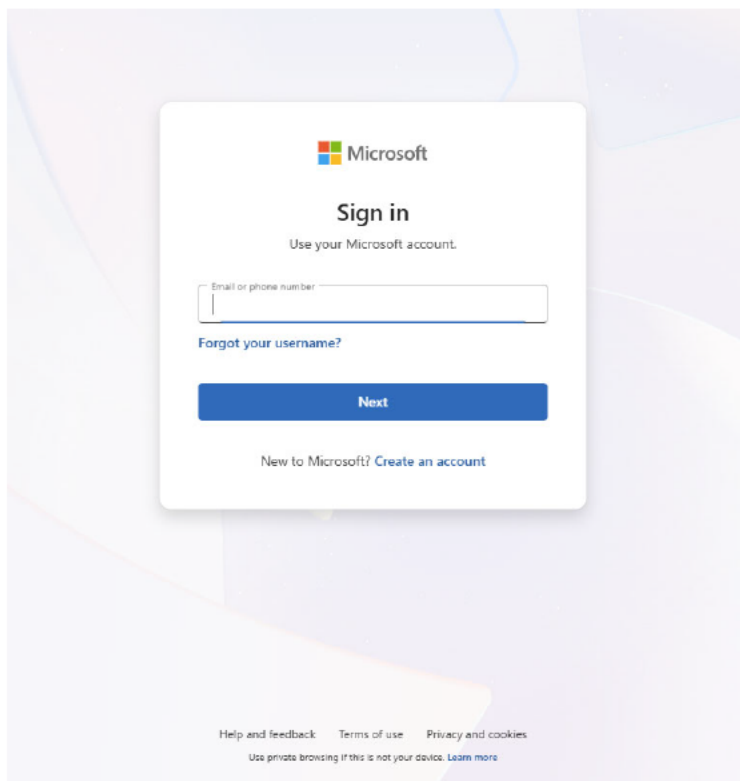
8 Your computer screen will display "Device connected!" when successful. Continue on the device you used to scan.



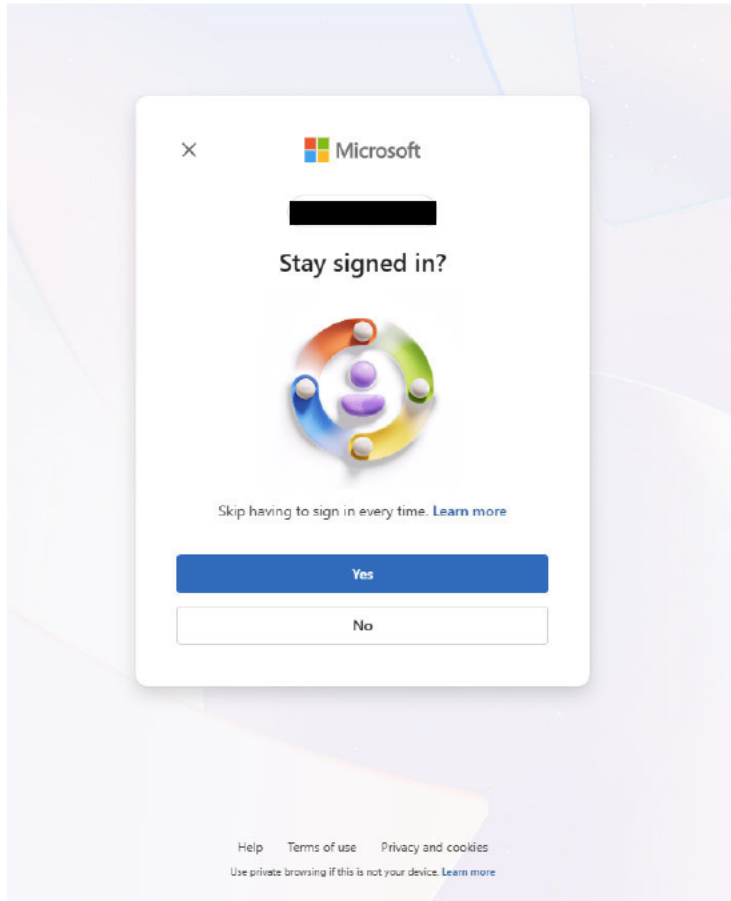
9 Your device will prompt you with the message below (or something similar if using a different type of device.) Click "Use Passkey."



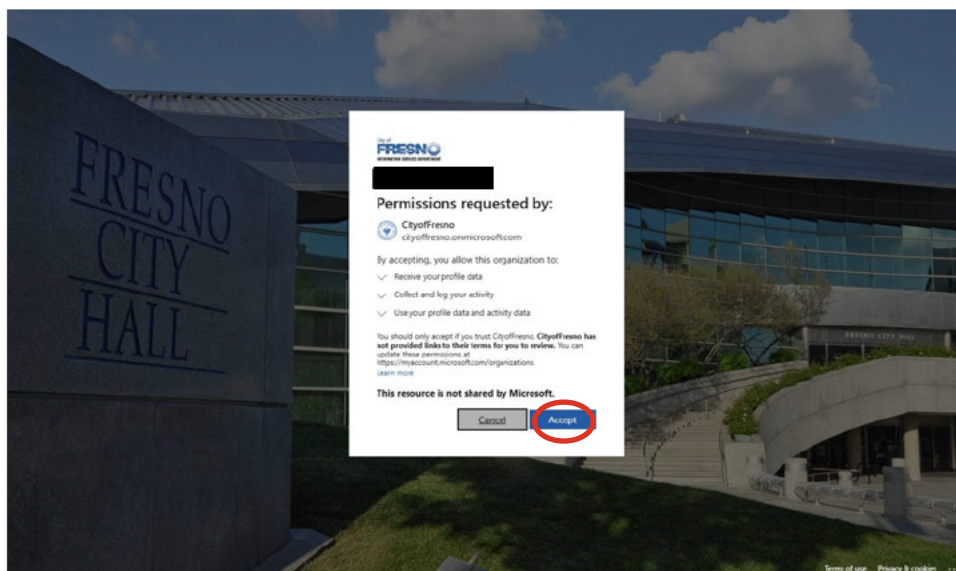
10 Switch to your computer. Sign in with your email.



11 Once signed in, click "Yes" if you are using your personal device, or "No" if you are using a public device.



12 Select "Accept."



13 Now, you are in your designated SharePoint folder. Here you can upload or view your required documents.

The screenshot shows a SharePoint document library interface. At the top, there is a blue header with the 'SharePoint' logo and a search bar labeled 'Search this library'. Below the header, the breadcrumb path is 'Documents > Grantee Name 1'. The main content area displays a list of documents with columns for 'Name', 'Modified', and 'Modified By'. The list includes five items: '0. Onboarding Documents', '1. Grant Agreement', '2. Insurance', '3. Invoice Submissions', and '4. Progress Report Submissions'. A left-hand navigation pane contains options like 'Home', 'Libraries', 'Lists', 'Recycle bin', 'Edit', and 'Home'. A 'Return to classic SharePoint' link is also visible at the bottom of the navigation pane.

Name	Modified	Modified By
0. Onboarding Documents	5 days ago	Joanne Ramirez
1. Grant Agreement	Yesterday at 4:17 PM	Joanne Ramirez
2. Insurance	5 days ago	Rosa Bedolla
3. Invoice Submissions	5 days ago	Joanne Ramirez
4. Progress Report Submissions	5 days ago	Joanne Ramirez