

1. Go to the "Authentication Portal" at <https://autenticazione.unipi.it/auth/auth.signin> and login using the same credentials that you used when you registered for the first time to Alice portal
2. Once you logged in, a webpage will appear containing your official university email address which will be like: "***@studenti.unipi.it"
3. Now, you need to renew your password. At the top middle of the same page, click on "Cambio Password" to renew your password. Type in your old password – i.e. the one you used when you registered for the summer school the first time – in the 1st password space and then type in your new one in the 2nd and 3rd password spaces
4. Once renewed your password, go to [Outlook.com](https://outlook.com) and login using your university email and your renewed password. It will direct you to an official university webpage. Enter your username (which is simply the initial part of your email address – i.e. the part before the "@" sign) and your renewed password
5. You can access Microsoft Teams the same way you logged in to your University of Pisa email. Simply, use your UniPi email and your renewed password.