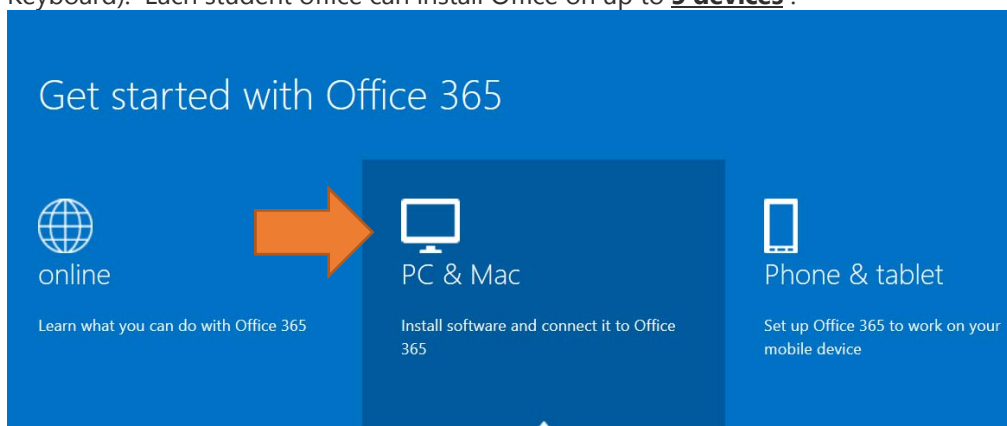




Downloading Office

Your Office 365 account allows you to download copies of office for your Home PC / Mac as well as Tablets.

1. Login to 365 at <http://portal.office.com>
2. After logging in, select the PC & Mac Button. The first time you click this button office will take a minute or two to setup. If the page does not load in a minute or two, try refreshing the page. (F5 on Keyboard). Each student office can install Office on up to **5 devices**.



Setting up Office... When setup is done, install Office from this page.



3. Click the Install button to begin downloading the Office installation Utility.

Install the latest version of Office

This will install the following apps on your computer: Word, Excel, PowerPoint, OneNote, Access, Publisher, Outlook, Lync, InfoPath.



Language:

English (United States)

Version:

32-bit (Recommended) [Advanced](#)

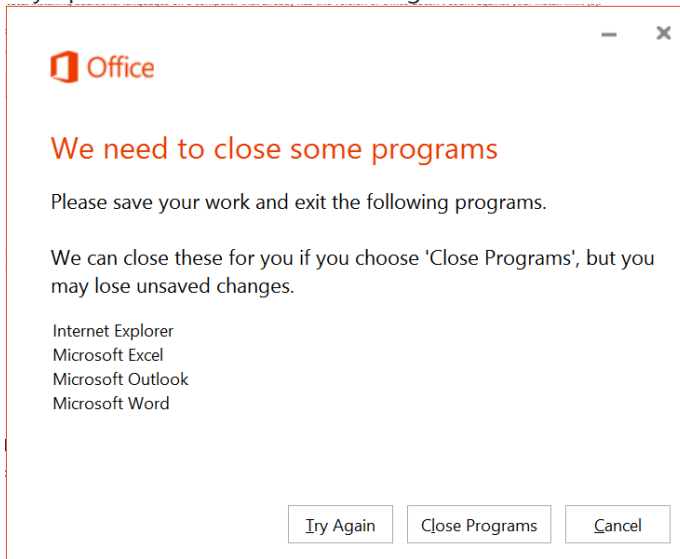
Note: Installing additional languages on a computer that already has this version of Office doesn't count against your install limit (5).

[Review system requirements](#)

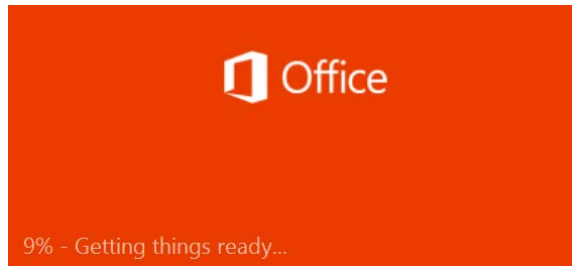
[Learn how to troubleshoot your Office installation](#)

Install

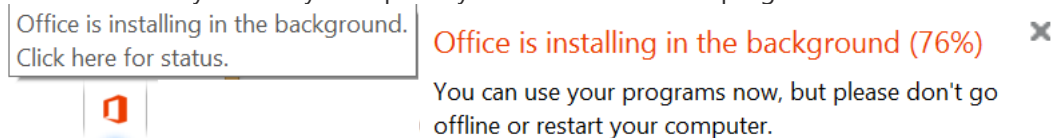
- The office setup program will begin downloading. Once the download is complete, double click the file to begin the setup process. Setup may prompt you to close existing office programs. If so, save any open work then click Close Programs.



- Office will get ready to install, finish downloading setup files, and then begin installing.



- Clicking the Icon in the System Tray will update you on the installation progress.



- Downloading and installing office could take up to an hour depending on the speed of your internet connection and computer. You'll be notified when setup is complete and can begin using office.