



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/OLS/MySoftware.aspx>
2. 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).

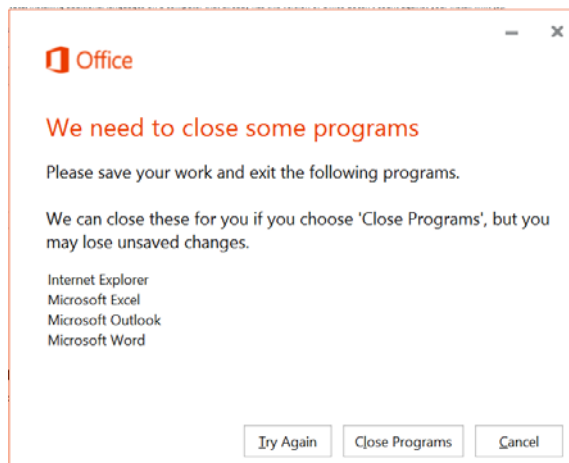
[Review system requirements](#)

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

Install



3. 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.

Office is installing in the background.
Click here for status.



Office is installing in the background (76%)



You can use your programs now, but please don't go offline or restart your computer.

- 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.