HOW TO INSTALL OFFICE 365 ON YOUR OWN MACHINE

Each school user (staff and students) can install the Current Version of Office 365 on up to 5 Devices

FOLLOW THESE STEPS:

Login to the Office 365 Portal
Click on the 'Office 365' tab on the top Left of Page



3) Click on Install Office 2016 (or current version) on top right of the page

Office 365										Ļ
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	OneNote	N P Class Notebook	Classroom	0 Mail	Calendar	Sway	Word	PowerPoint	X III Excel	OneDrive
	Forms	Planner	People	Tasks	V 🖸 Video	SharePoint	Delve	Newsfeed	Y Yammer	Security & Compliance
	PowerApps	Flow	Stream	Teams	Dynamics 365	A 🕃				

Install can take up to 10-15 minutes – That's it!