

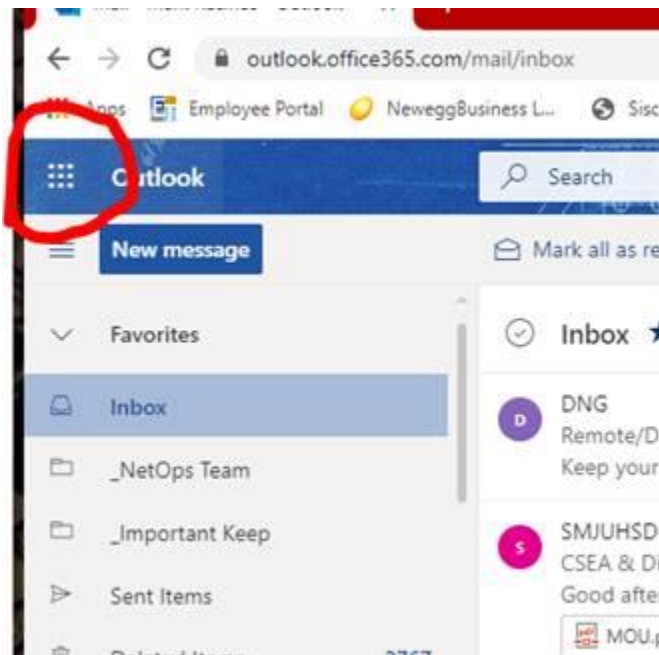
## Installing Office 365 (O365) on Your Computer

If you would like to install Microsoft Office 365 for home use, please follow the instructions below. Your school account authorizes you to use up to five licenses for business or personal use. We are offering these instructions as a courtesy but please remember that we cannot support your personal equipment if this install fails. Although, I have installed and have tested this process to work.

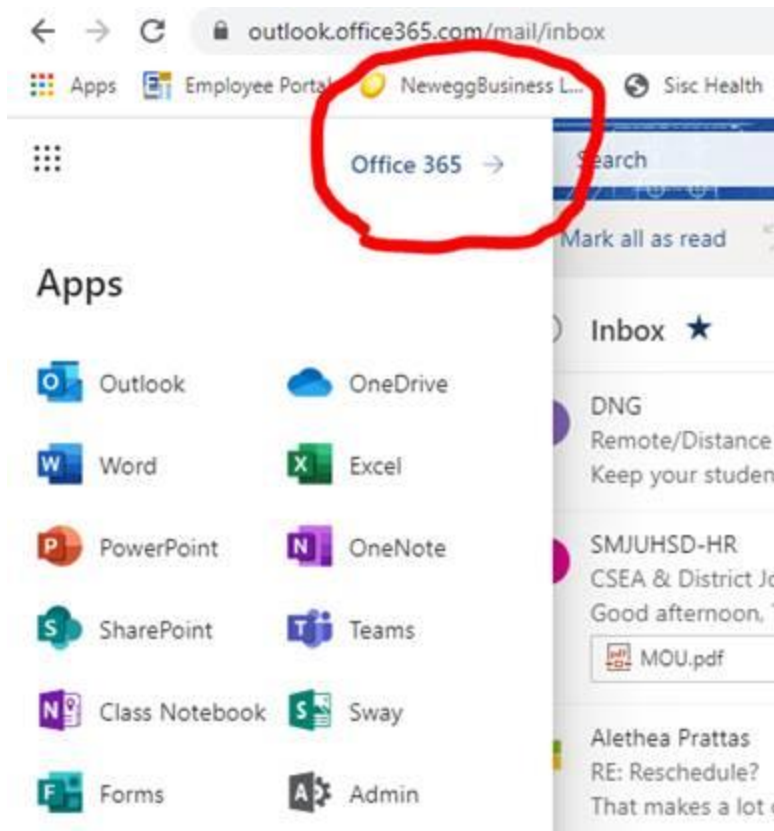
To install a copy, go to your O365 account online using the following link from the computer that you would like to install the O365 application.

<https://login.microsoftonline.com> or [www.outlook.com](http://www.outlook.com)

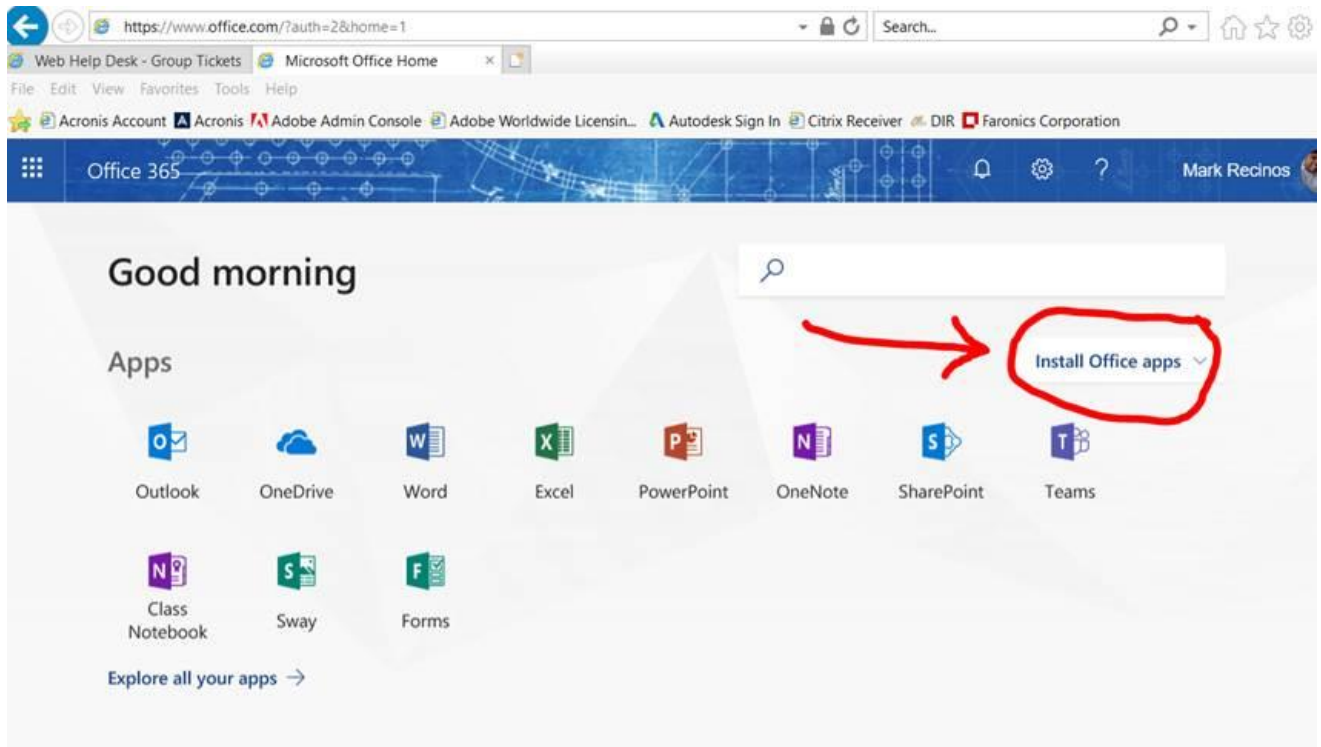
Then click on the grid to the left of the OUTLOOK label in the upper left hand corner of the window. Mine looks like this but yours will look very similar:



This new flyout window will appear. Click on Office 365.



Once you click on this link, it will take you to a new page where you will find the install. Click on link when you are ready to install it. From here just be sure to follow the instructions on the screen. They are easy to follow from here.



After it finishes the install, run the application you need and give it a little time to activate on its first run. Outlook will probably take the longest to synchronize with the cloud.