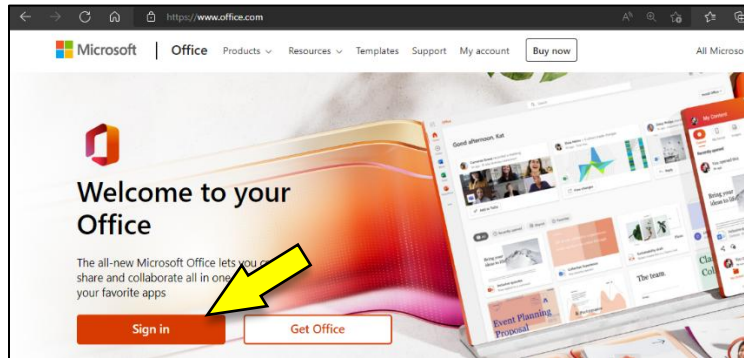


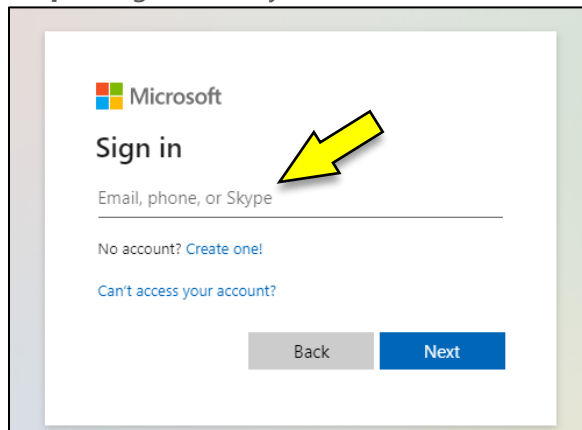
- Install Office Desktop on a Home Computer -

Under our district license, all staff and students have the ability to install Microsoft Office Desktop suite on up to 5 personal computers, 5 tablets, and 5 mobile phones. Do not attempt this on a work computer. This is for personal devices only.

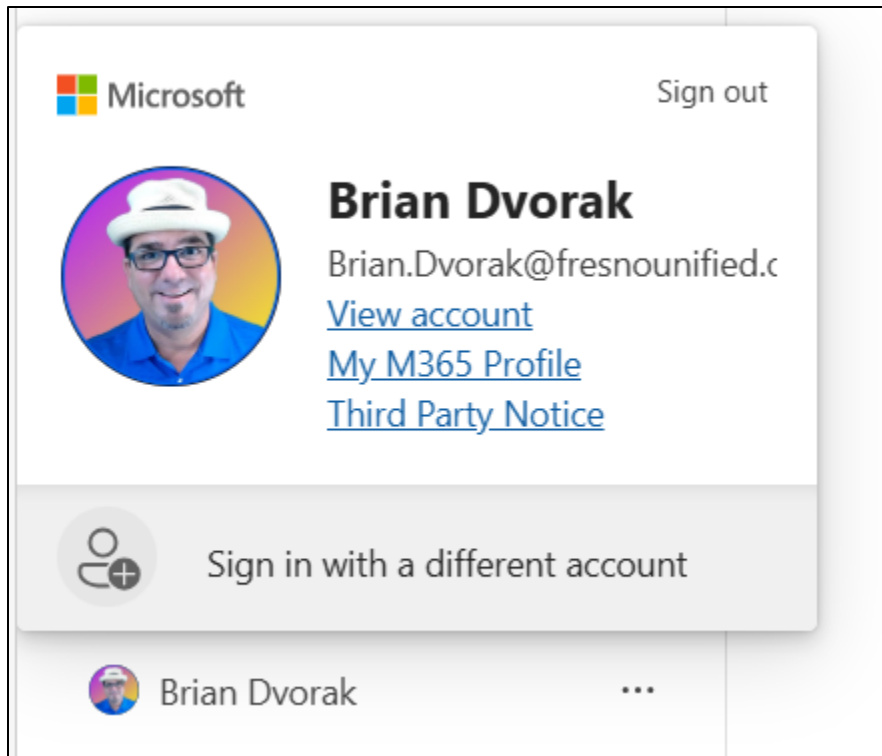
Step 1: On your personal computer(s), go to **office.com** and click **Sign In**.



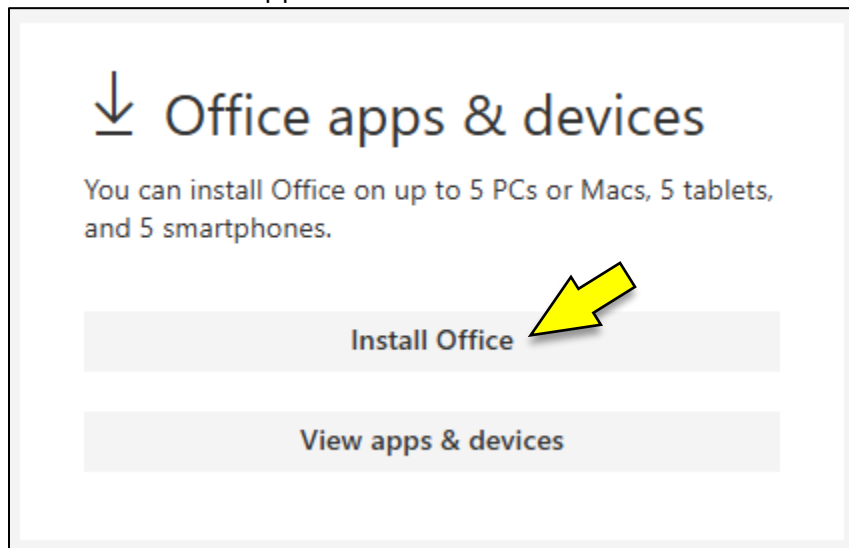
Step 2: Sign in with your work/school email and password



Step 3: Click your name in the bottom left corner of the screen. Then click My M365 Profile.



Step 4: Click Install Office. This will start a download of the installer. For iOS and Android devices, click View apps and devices.



Step 5: Open the installer and follow the on-screen instructions.

