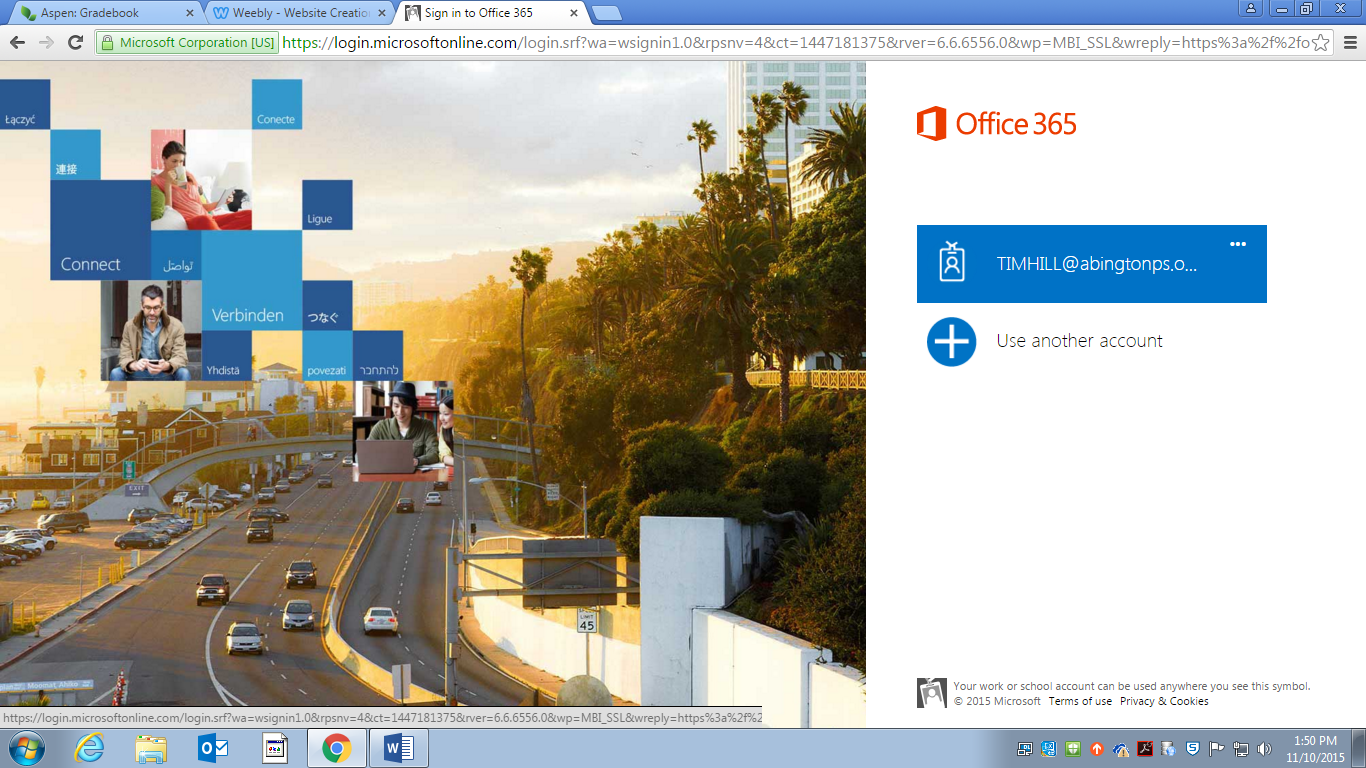
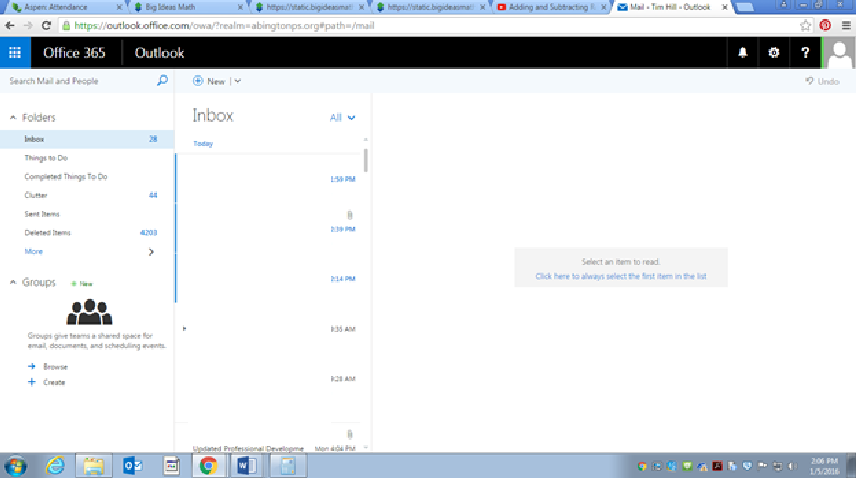
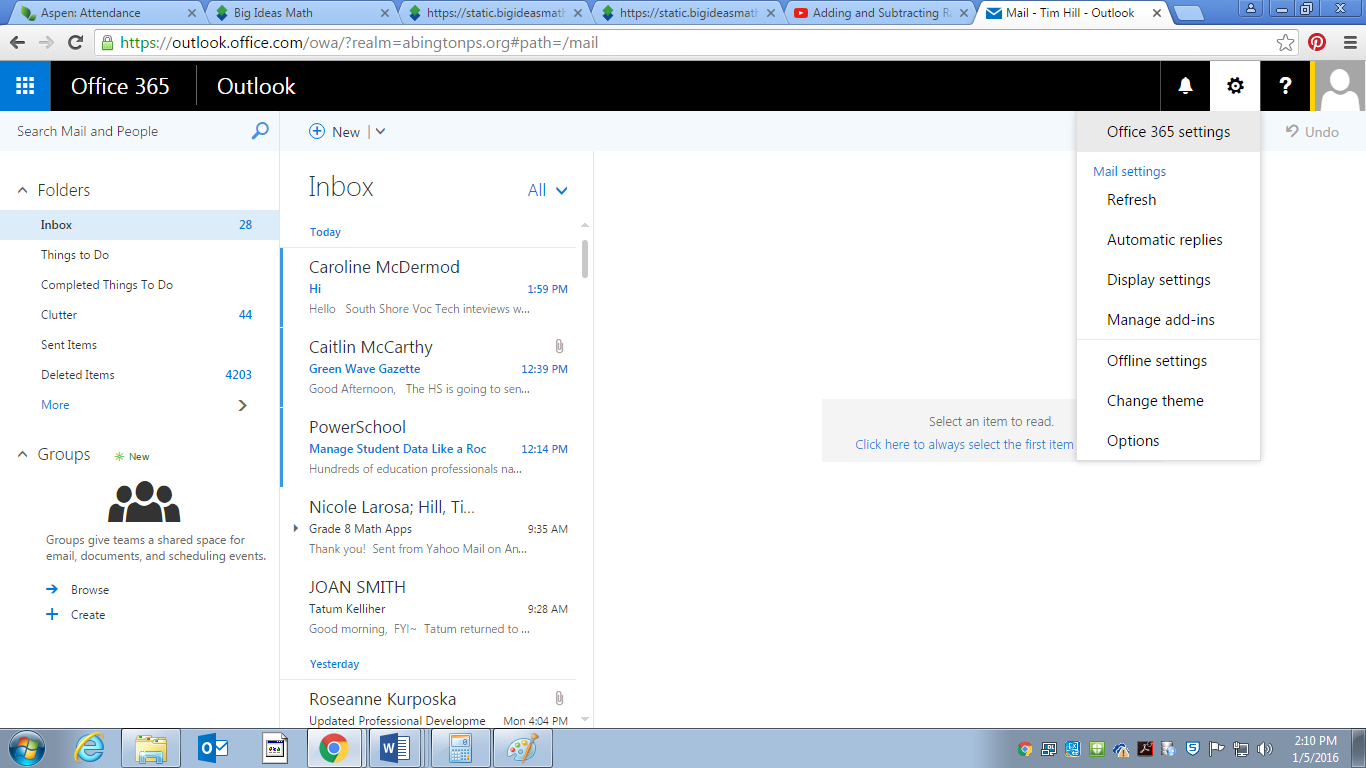
Directions to install Microsoft Office

Note: Microsoft has allowed the free install of Office to students and teachers.

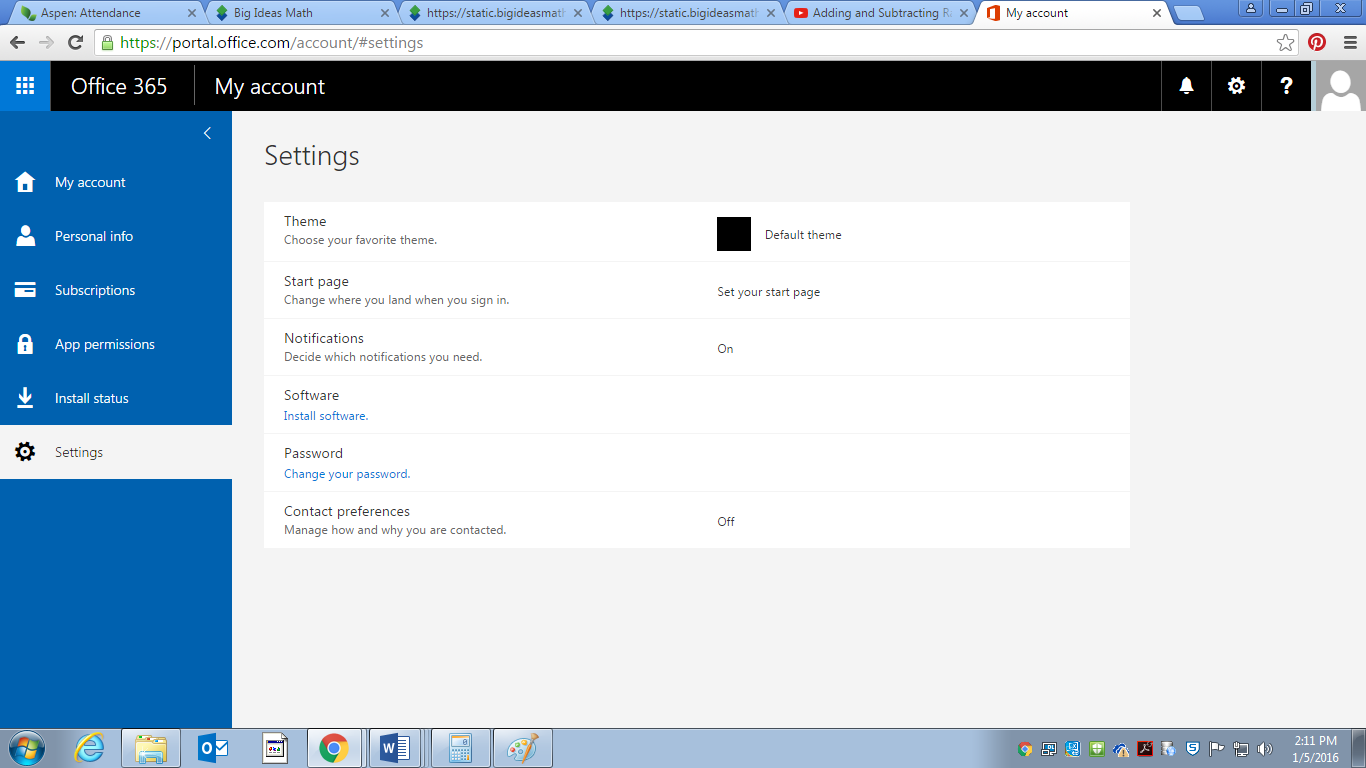
1. Google search “sign in to Office 365
2. You should get this screen below
   1. 
   2. Click here
   3. Your screen should look like this below:
   4. 
3. Signing In
   1. Type the student login name (the same one used to login to the network at school-should be on the inside front cover of the agenda)
      1. Follow the student name with: @student.abingtonps.org
      2. Example: [johndoe@student.abingtonps.org](mailto:johndoe@student.abingtonps.org)
   2. Password: the password is the same as that used in school
4. Select the time zone and save your settings
5. You will see your new e-mail account’s main page
   1. Your page should look like this:



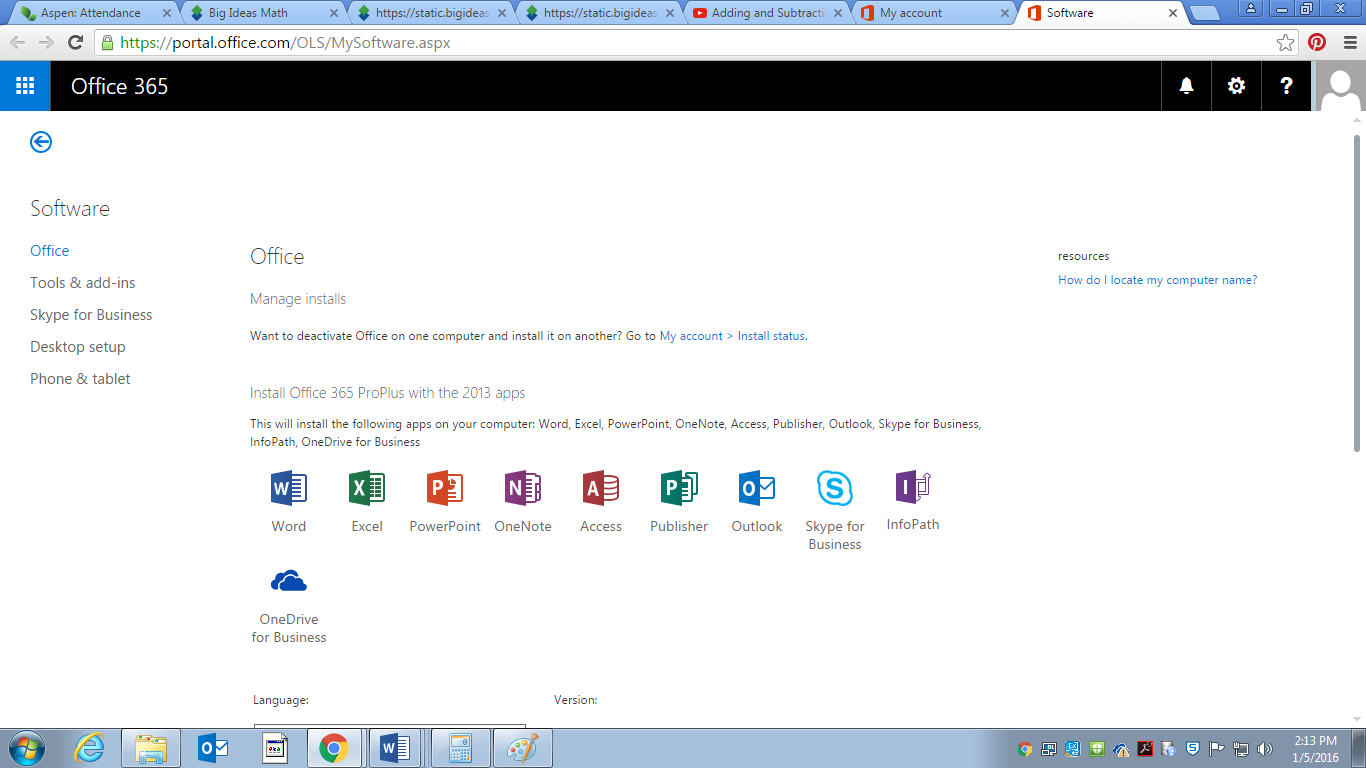
1. In the upper right corner, click on the icon that looks like a wheel
2. Your screen should look like this:



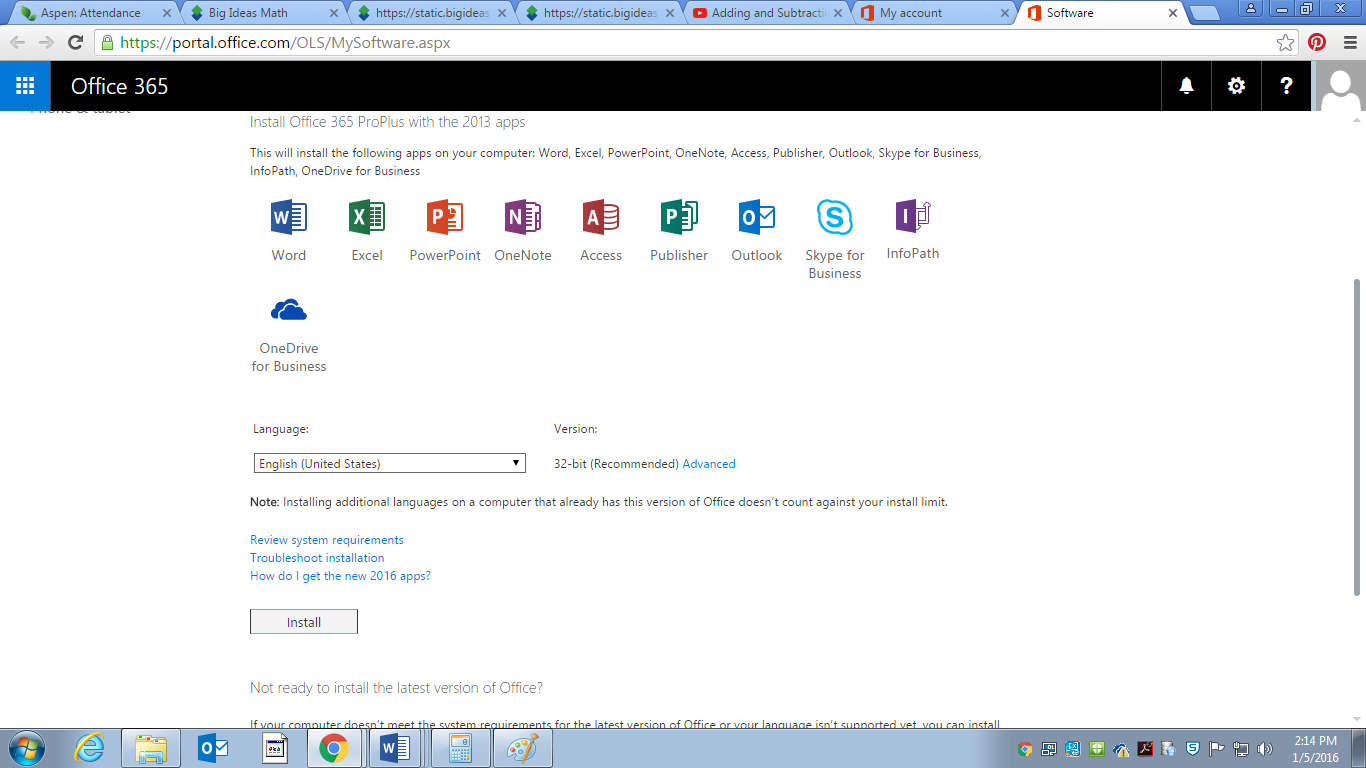
1. Click on Office 365 Settings
2. Your screen should look like this:



1. In the middle of the page, Click on Install Software
2. Your screen should look like this:



1. On this screen, scroll down just a little so you can see this:



1. Click on Install
   1. Office should be installing at this point
2. Note: when you go to use the applications, it may ask you to login
   1. Just login the same as you would if logging in to the school computers