- 1. Login to your Office 365 account <a href="https://www.office.com/">https://www.office.com/</a>
- 2. On the top right you will see "Install Office apps" click on this to reveal a drop down menu.

			¢ + ≙ د The M	lanchester College - myd 🐧	Microsoft Office Home ×	
Office 365						Q @ ?
Good mo	ning					
Apps					Install Office apps	
CneDrive	Word	X Excel	PowerPoint	OneNote	Office 2016 Uncludes Outlook, OneDrive for Business, Word, Excel, PowerPoint, OneNote and more.	
Class Noteb Explore all your app		Forms			Other installation options → Install a different language, the 64-bit version or other apps available with your subscription.	
Documents						

3. Follow the instruction that pop up.

III Offi	https://www.office.com/?auth=2&home=1		오 - 음 C 📶 The Manchester	College - myd 🚺 Microsoft Office Home 🛛 🕺	1 11- 01
	ce 365				
	Good mor	ning			stall Office apps 🐱
	ConeDrive	Word X Excel	Per PowerPoint N	OneNote SharePoint	B Teams
	Class Noteb	Just a few more steps			
	Explore all your app				
	Documents	Run	Yes		New ~
	Recent Pinned Name Control Name National States				#
		Click Run Find it at the bottom of the screen or	Say "Yes" Click Yes to start installing.	Stay online	re in OneDrive →
		press Alt+N.	Citick Fes to start instailing.	sign in with the account that you use for Office 365: HRanson@tmc.ac.uk.	
	OneDrive Recent folders	Close Need any help with th	e installation?		
			request sites		
		recent folders u want to run or save Setup,X86.en-ux_0165ProPlus	10.7	No frequent sites 95_TX_DBexe (4.51 MD) from c2rsetup.officeapps.liv Run Save • (	com) ×

4. Once the software is installed open any of the Office applications to start. If you are asked to enter an email address and password, use your student email address (in the form firstinitialsurname@student.friern.barnet.sch.uk) and your FBS network password. For example if your computer login username is jbloggs your email will be *jbloggs@student.friern.barnet.sch.uk*