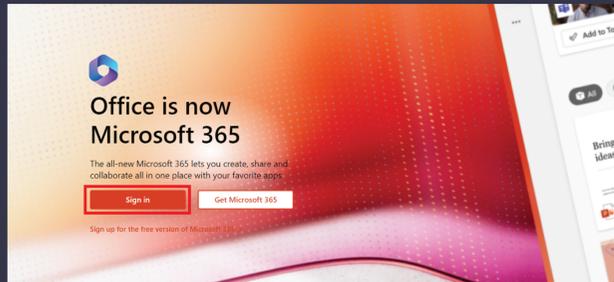


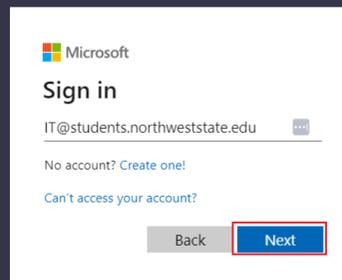
Office 365 Instructions

Visit office.com

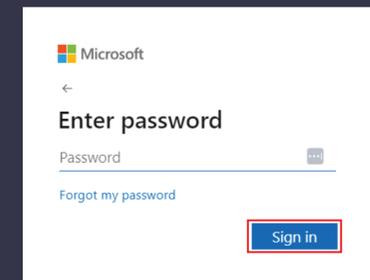
Click **Sign In**



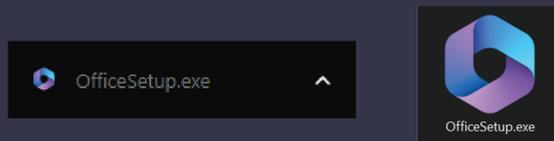
On the next page, type in your **Northwest State email** and click **Next**



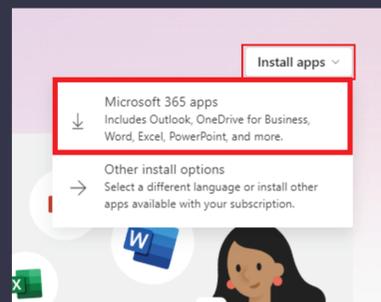
Then type in the same password you use for **MyNSCC**



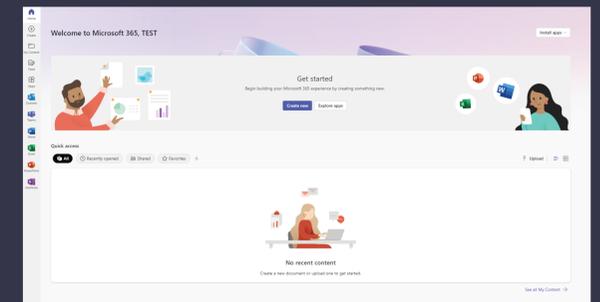
An **.exe** file that is named **OfficeSetup** will be downloaded, either run the file directly or open it in your downloads folder



Click the **Install Apps** drop down, and click **Microsoft 365**



You will now be taken to the main Office 365 page



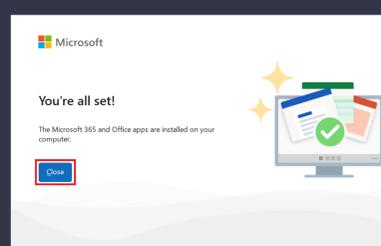
Office will now download all files required for installation and perform the installation.

This step will take some time.



Once complete it will display the following, click **Close**

You can now launch any of the Microsoft Office products by finding them in the Start Menu



Need More Help?

Visit the link below and look through the **Frequently asked questions** near the bottom of the page:

microsoft.com/en-us/education

If you are having trouble installing Office, you can view the following link for **common issues and questions**:

support.microsoft.com