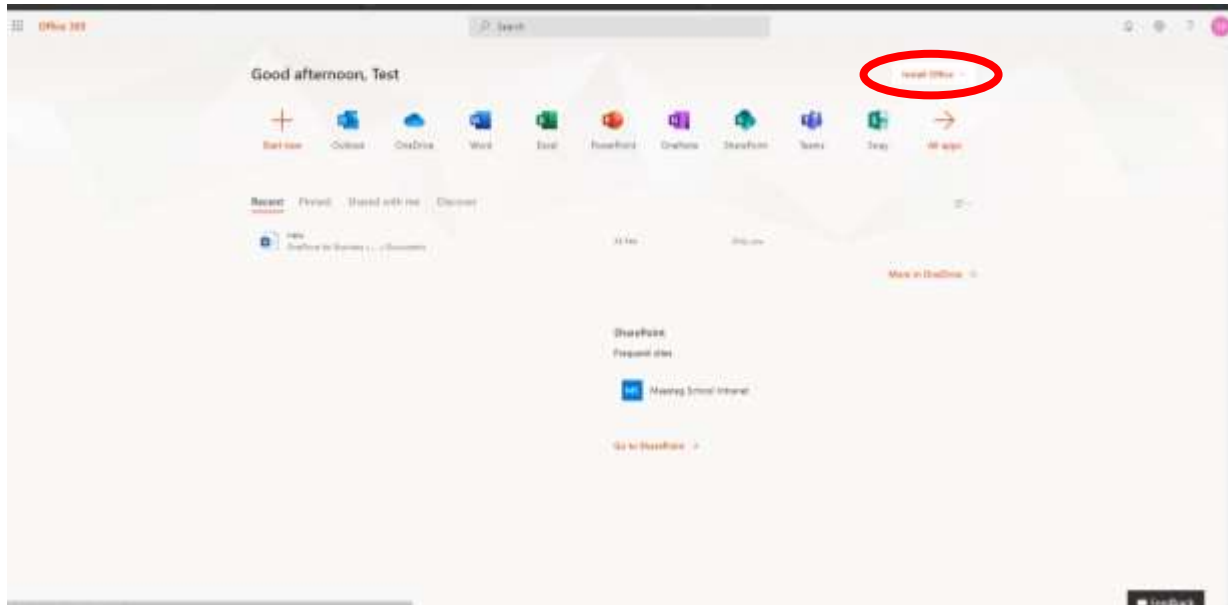


Install Office Suite

All pupils and Staff get access to Office suite of applications free with their school email accounts.

It can be installed onto 5 devices per person.

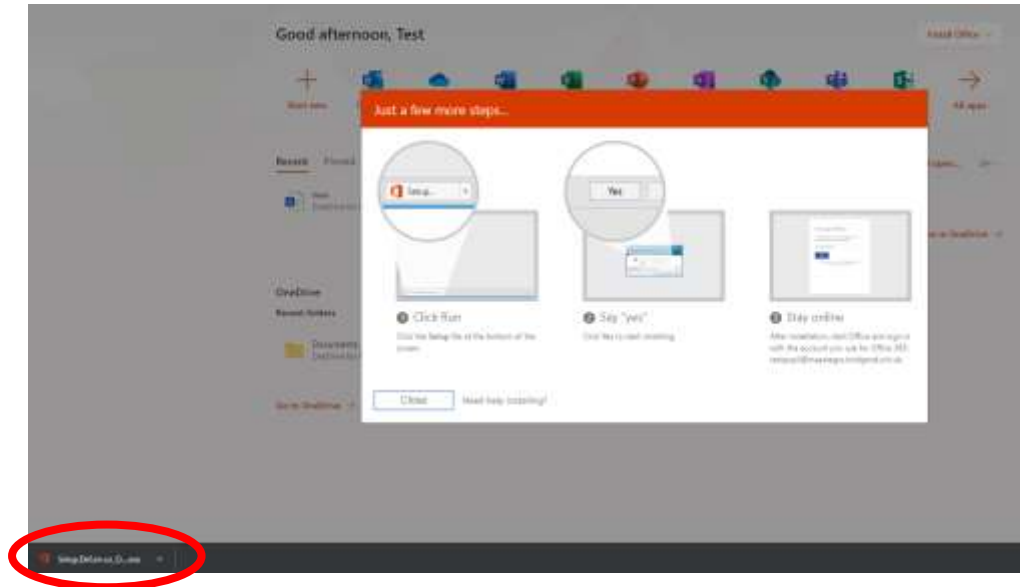
To install the office package, log into your school email on the computer you want to have the suite installed.



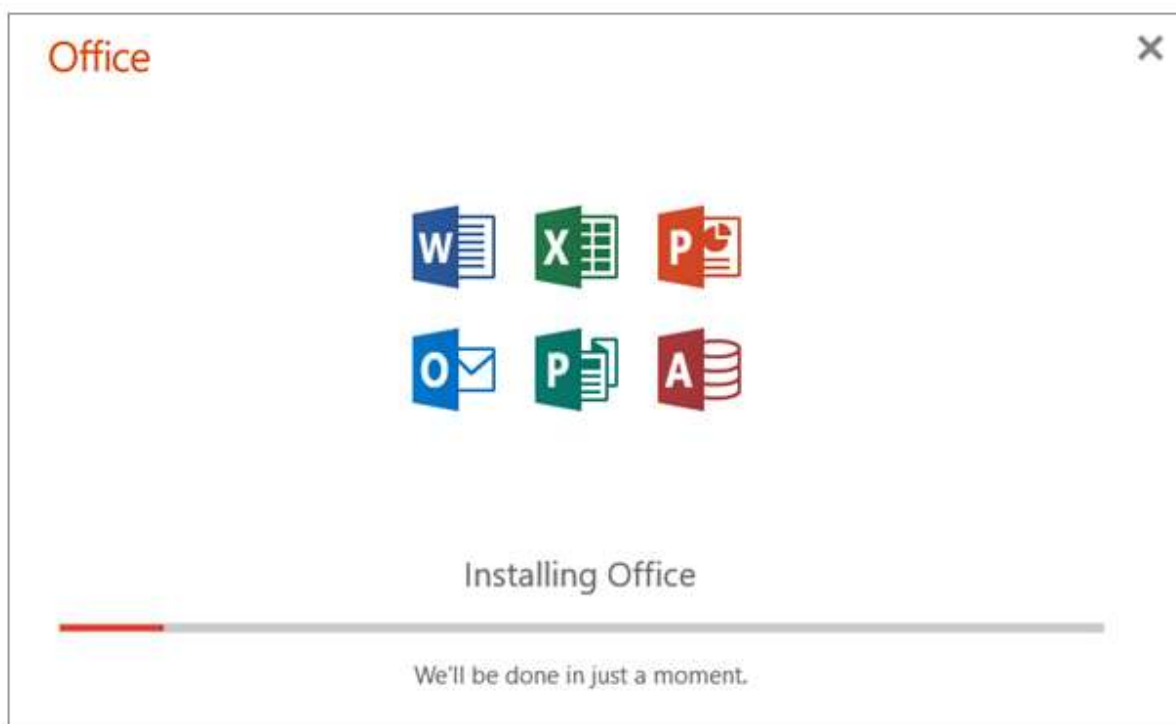
Then in the top right-hand corner there is a "Install Office" button.



Click on "Office 365 Apps" and then the download will commence



click on the downloaded installer and follow the steps.



Once it has completed, open any of the office applications and it will ask you to sign in with your school email address and password.



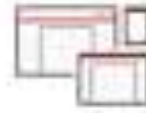
Sign in to set up Office



Use your regular email address



Get free cloud storage



Use your account to install Office on other devices

Sign in with your work, school, or personal Microsoft account:

Sign in

Create Account

Can't find the sign-in or create an account button? [View a Microsoft account](#)

Once completed it will be all installed and licenced ready for use.