

Title: How to Download and install Office from Office 365 Portal						
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Date:	2/11/2016					
Signature:				Supersedes:		

Procedures	Screenshots			
You can now install Office on up to five devices, and these can include both Windows and Macs machines. The licenses will be valid as long as you are a Fortbend ISD employee. If you are no longer a Fortbend ISD employee you will be able to use these applications to view existing documents only. Office 365 includes Word, Excel, PowerPoint, Outlook, and OneNote. We recommend that you install only on mobile devices and personal computers. Please do not install on district computers. The district is already installing a customized version of Office suite on your district computer that will not count towards your five licenses.				
Instructions for installing on a PC				
 Login to the Office 365 portal by clicking to the following link: http://portal.office.com/OLS/MySoftw are.aspx. Type in your Type your network login ID including @fortbendisd.com (Firstname.Lastname@fortbend isd.com) and your network password. 	Office 365 Work or school, or personal Microsoft account firstname.lastname@fortbendisd.com password keep me signed in Sign in Can't access your account? Don't have an account assigned by your work or school?			
	Sign in with a Microsoft account			



3.	On the Office page, select a Language , and then choose Install to install the 32-bit version	Software Office Dots & add-ins Manage mittalls Propert Manage mittalls Skype for Business Want to deactivate Office on one computer and install it on another? Go to My account + Install status. Phone & tablet Install Office 365 ProPlus with the 2013 apps. Not dig get the new 2016 epp? To will install the following apps on your computer. Want, Ecoal, PowerPoint, OneNote, Access, Publisher, Outlook, Stype for Business Word Excel PowerPoint, OneNote, Access, Publisher, Outlook, Stype for Business Word Excel PowerPoint, OneNote, Access, Publisher, Outlook, Stype for Business Word Excel PowerPoint, OneNote, Access, Publisher, Outlook, Stype for Business Word Excel PowerPoint, OneNote, Access, Publisher, Outlook, Stype for Business Word Excel PowerPoint, OneNote, Access, Publisher, Outlook, Stype for Business Under Excel PowerPoint, OneNote, Access, Publisher Outloo Stype for Business Publisher Outloo Stype for Business More Excel PowerPoint, OneNote, Access, Publisher, Outloo, Basint your install Stype for Business Word Excel PowerPoint, OneNote, Access, Publisher, Outloo, Basint your install Instatestation	for Busters, Inf Draff, OneD for Bus for Bus
4.	At the bottom of the screen, select Run .	Language: Version: English (United States) 32-bit (Recommended) Advanced	
5.	Follow the prompts and accept the license agreement.	Note: Installing additional languages on a computer that already has this version of Office doesn't count against your install limit. Seview system requirements Troubleshoot installation Install Do you want to run or save Setup X86.en-us_0363ProPlusRetail_03e69daf-5517-40de-96cf-63513e1fe702_TX_PR_exe (0.06 M8) from c2 setup.offic Run	ceapped ve.com
6.	Vait for the Installation to complete		
		Welcome to your new Office. We think you'll love it. Let's get started.	
		Install Office is installing in the background (56)	80.0
		You can use your programs now, but please don't or redart your congutari	go offsine



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7. Click Next	
	Office
	Welcome to your new Office. We think you'll love it. Let's get started.
8. Click Next	Conflice Meet OneDrive Signing in to Office means you can save documents to the courd with OneDrive. Income gives you anywhere access to your flies and mates it asy to share with the people who need them. Lease more Income give source access to your flies and mates it asy to share with the people who need them. Lease more Income give source access to your flies and mates it asy to share with the people who need them. Lease more Income give source access to your flies and mates it asy to share with the people who need them. Lease more Income give source access to your flies and mates it asy to share with the people who need them. Lease more Income give source access to your flies and mates it asy to share with the people who need them. Lease more Income give source access to your flies and mates it asy to share with the people who need them. Lease more Income give source access to your flies and mates it asy to share with the people who need them. Lease more Income give source access to your flies and mates it asy to share with the people who need them. Lease more Income give source access to your flies and mates it asy to share with the people who need them. Lease more Income give source access to your flies and mates it asy to share with the people who need them. Income give source access to your flies and mates it asy to share with the people who need them. Income give source access to your flies and mates it asy to share with the people who need them. Income give source access to your flies and mates it asy to share with the people who need them. Income give source access to your flies and mates it asy to share with the people who need them. Income give source access to your flies and mates it asy to share with the people who need them. Income give source access to your flies and mates it asy to share with the people access to your flies and mates it asy to share with the people access to your flies and mates it asy to share with the people access to your flies and mates it asy t
9. Select the background and click Next	Conflice Hello Mohamed, Nurose! How would you like your Office to look? Magaphy Crebs and Stripes Creat



Play.

13. Microsoft Office for Android

You can download the applications for free on your Android device from Google