

## Office 365 Education Free for Staff and Students

Office 365 is now free for Staff and Students as long as you're a current member of the College. You can install Office on up to **five** devices, including iPhones, iPads and Android phones, as well as computers and laptops.

### How do I install Office 365?

Go to <https://portal.office.com/OLS/MySoftware.aspx> and logon using your College email address and normal College password on the device you wish to install Office onto. Follow the on screen instructions to download Office onto your device.

## Office

### Manage installs

Want to deactivate Office on one computer and install it on another? Go to [My account > Install status](#).

Install Office 365 ProPlus with the new 2016 apps [What happened to Office 2013?](#)

This will install the following apps on your computer: Word, Excel, PowerPoint, OneNote, Access, Publisher, Outlook, Skype for Business, OneDrive for Business



Word



Excel



PowerPoint



OneNote



Access



Publisher



Outlook



Skype for  
Business



OneDrive  
for Business

### Installing on a phone or tablet

For iPhone, iPad or Android phone: go to <http://products.office.com/en-us/mobile/office>, and select your device.

For help with installing or troubleshooting Office 365 please visit this page for more details:

<https://support.office.com/en-ca/article/Troubleshoot-Office-installation-with-Office-365-for-business-35ff2def-e0b2-4dac-9784-4cf212c1f6c2>