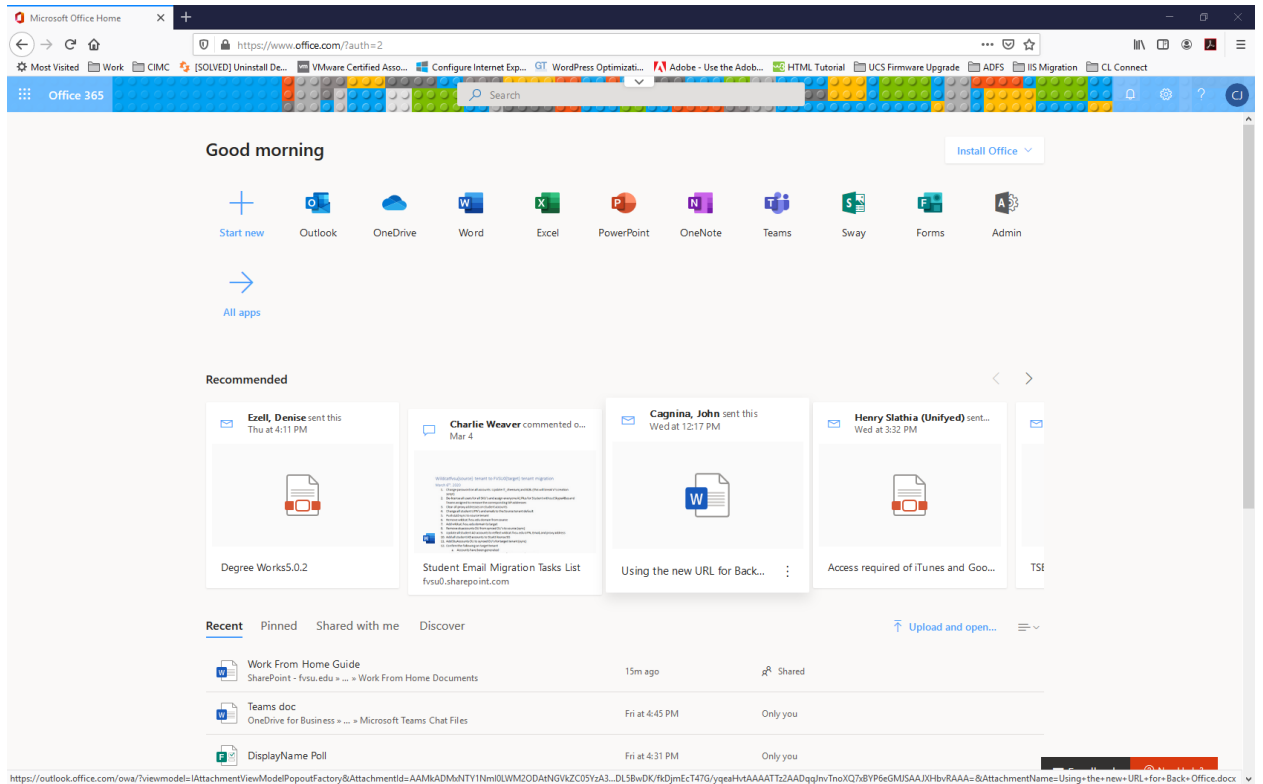
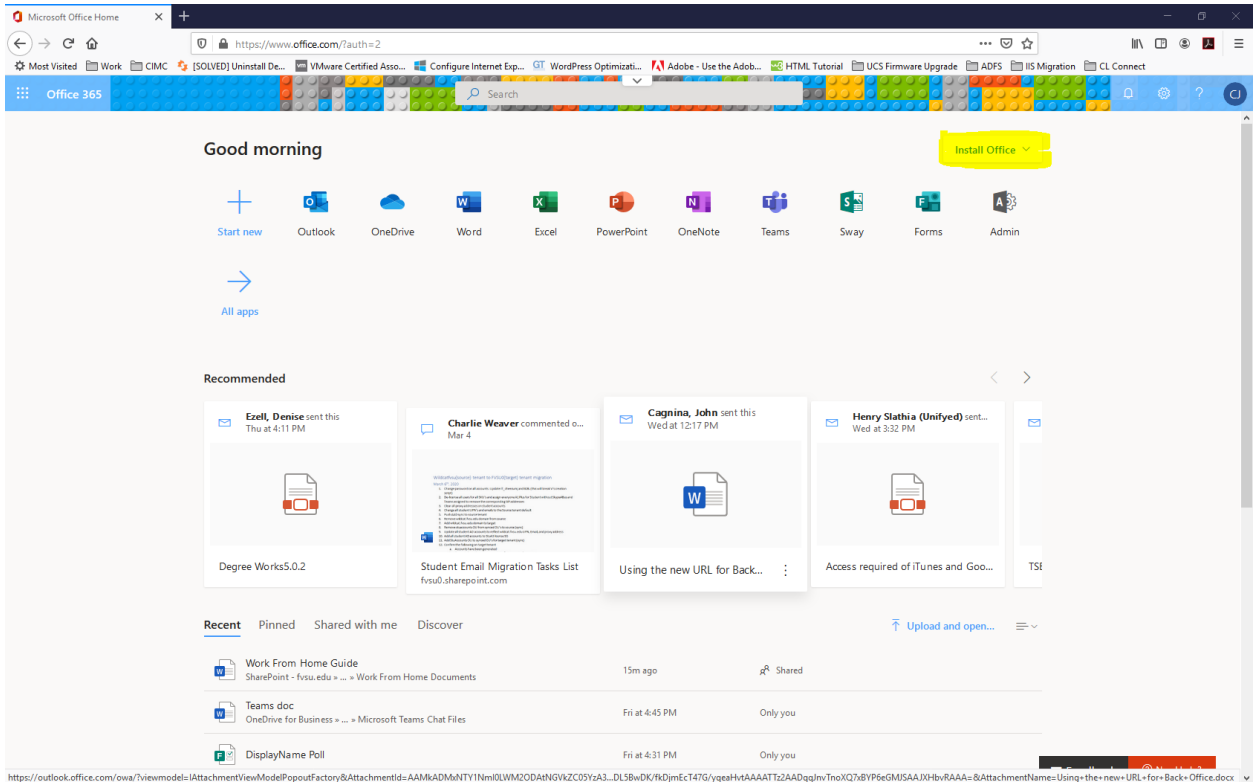


Installing the Office apps suite

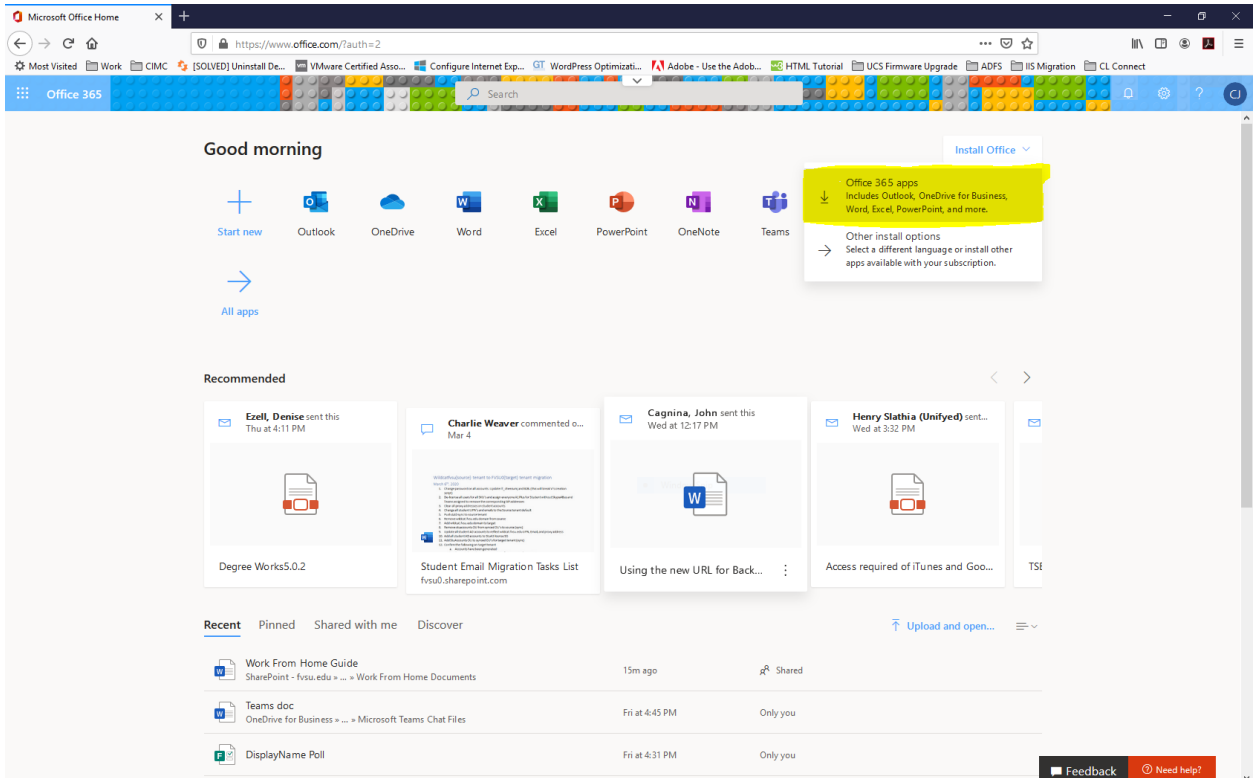
1. Log in to your FVSU issued Office 365 account by browsing here <https://portal.office.com> and then logging in via SSO
2. You should land a page that looks similar to the screenshot below



3. You should be able to click the “Install Office” button in the right-hand corner which can be seen highlighted in the below screenshot



4. When you click on the above-mentioned button, you should be met with 2 options. You will need to select option that says “Office 365 apps” as highlighted in the screenshot below



5. This will prompt a download. You should be able to run the download and it will give you a progress indicator.
6. Once the install is complete, you should see the office apps that you would normally use at work like Word, Excel, PowerPoint, Outlook and more.