## Installing Microsoft Office 365 Apps (Word, Excel, etc.)

- 1. Log in to your PCC student email account.
- 2. On the welcome screen, click on the Install Office drop-down menu and choose Office 365 apps.

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w		Recommended	 ⊻	Includes Outlook, OneDrive for Business, Word, Excel, PowerPoint, and more.	
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3. Another window will open and you will be prompted to save the installation file. Choose a place to save the file on your computer. Once the file is saved, click on the file to open it. Follow the instructions to install the apps on your computer.

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For assistance installing Microsoft O365 apps go to <u>https://support.office.com/en-US/client/results?Shownav=true&lcid=1033&ns=O365PROUSER&version=15&omkt=en-US&ver=15&HelpID=O365E\_TSOffice.</u>