

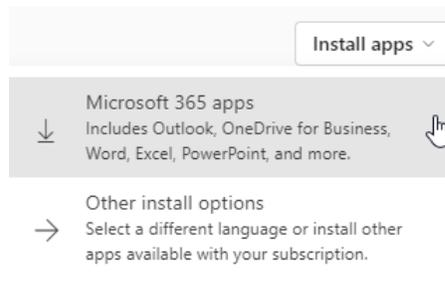
## Download Microsoft Office at Coastal Carolina University

For current students, faculty and staff only: follow these instructions for downloading and installing the latest version of Microsoft Office from your Office 365 account online on your personal device.

1. On your personal computer, log into your Microsoft Office 365 account: <https://portal.office.com>



2. On the right-side of the screen, Left-Click on 'Install apps' and then 'Microsoft 365 apps'



3. An installation setup file will download to your computer, and may appear at the bottom of your browser's window. Open and run the setup installation file and choose to allow Microsoft Office to make changes to your computer. If the file does not appear automatically, check your 'Downloads' folder to access the Setup file. Once the file is running, wait for the installation to complete.