## Installing Microsoft Office 365 Pro Plus for Windows

Office 365 Pro Plus is the latest version of Microsoft's Office software available through Office 365. It is offered as a free download to students currently attending WITC. The software can be downloaded and installed on 5 personal PC devices.

To download Office Pro Plus access your student email. Then click on the menu cog in the right corner and select Office 365 Settings.


Select Software from the Settings menu.


From the Software page, make sure Office is selected from the left side menu. The default install options are selected. You can select a different language or the 64 -bit version if needed.

Press the install button to load Office on your computer.


Don't see the language you want? Install one of the languages in the list above and then install a language accessory pack. Additional languages and language accessory packs don't count against your install limit.

Review system requirements
Troubleshoot installation


After clicking on install the screen below will be displayed. Click on the run button to continue to install Office.


If you are not the computer administrator or part of the computers administrator group you may see the login screen below. You will need computer administrator credentials to continue the install. This screen will not be displayed if you already have computer administrator permissions.

Enter the credentials and select "YES".

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User Account Control
Do you want to allow this app to make
changes to your device?
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    1 Microsoft Office
    Verified publisher: Microsoft Corporation
    File origin: Hard drive on this computer
    Show more details
    To continue, enter an admin user name and password.
    -n........
Password
DESKTOP-4SGA6OS\}
Yes No

After allowing the application, Office will start to install.

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1] Office

\section*{Installing Office}

We'll be done in just a moment.

The screen below will be displayed when Office has completed the install. You can now launch an Office application and follow the remaining directions to activate the software.

\section*{1 Office}

(II)

You're all set! Office is installed now
Click Start > All Apps.


When you launch an Office application for the first time the software agreement will be displayed. Accept the agreement to use the Office applications.
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Office is almost ready


This product also comes with Orrice Automatic Updates.
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By selecting Accept, you agree to the Microsoft Office License Agreement vienchaceomeat

After accepting the agreement the Office Activation Wizard will be displayed. Office needs to be activated for your WITC Office 365 account.

Select I want to activate the software over the internet and click on Next.


This screen will be displayed once the software is activated. You should be all set to run all of the Office applications.
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