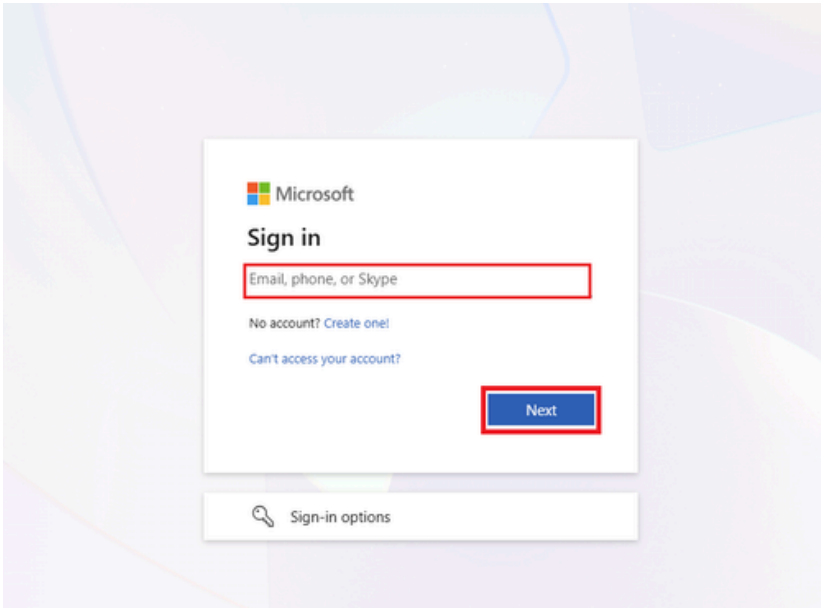
Student Advantage - Installing Office 365 on Multiple Devices

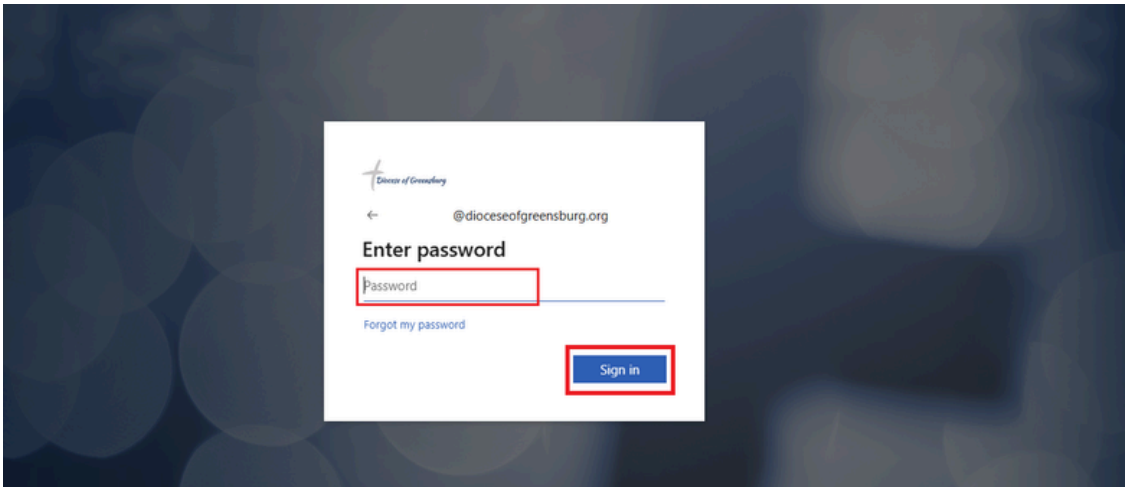
Your Dell Laptop already has Office 365 installed. This section is for your other home PCs or laptops that don't have it yet. You are able to install Office 365 on 5 devices.

1. Navigate to the Office portal at: https://portal.office.com.

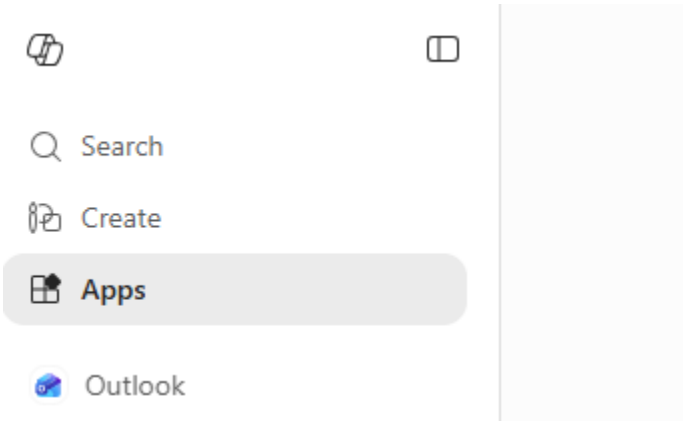
2. Enter your school email address and click **Next**.



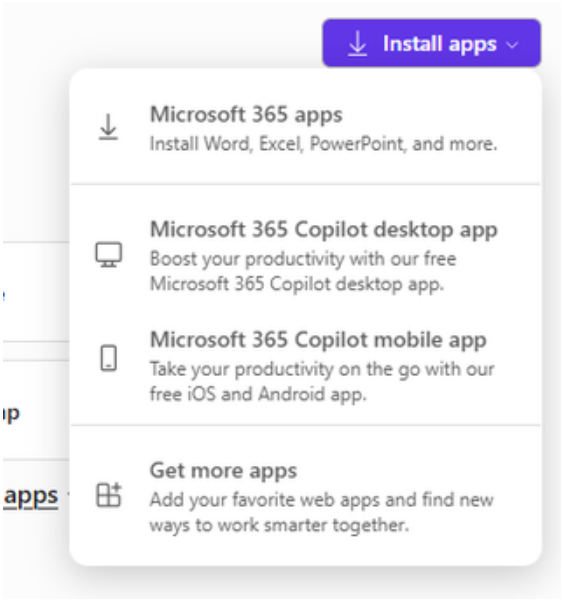
3. Now enter your password, this should be the same password you used to sign into your computer. Click **Sign In**



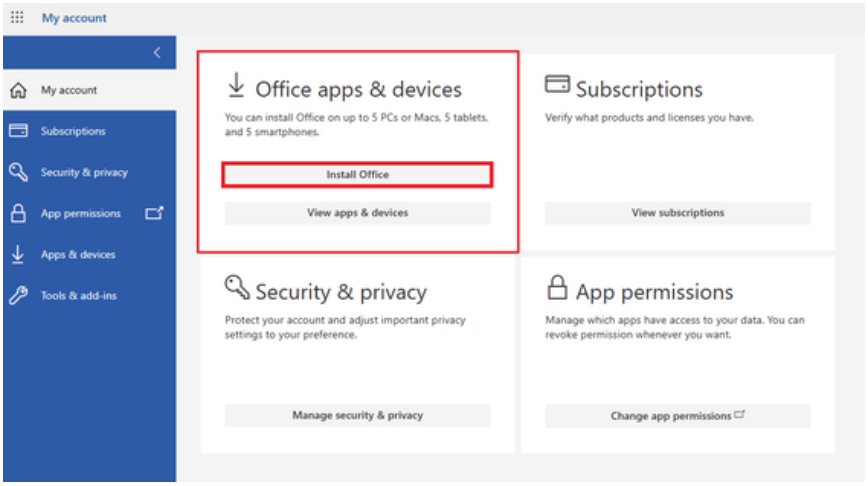
4. Select **Apps** in the top-left of the Office screen



5 . On the next screen, hit the **Install apps** button on the top-right of the screen, then, select Microsoft 365 apps on the top of the provided list.



6 . Select **Install Office**



7. Click on and run OfficeSetup



Office will be installed in the background. You will receive a notification when the installation is complete. This may take up to 10-15 minutes depending on the speed of your internet connection.

