INSTALLING OFFICE 365

1. Open your web browser and navigate to office365.com.
2. Click "Sign in" at the top-right, and log in with your college email address.
   (example: john.doe@nwciowa.edu).
   Tip—If it asks, choose *"Work or School Account"*
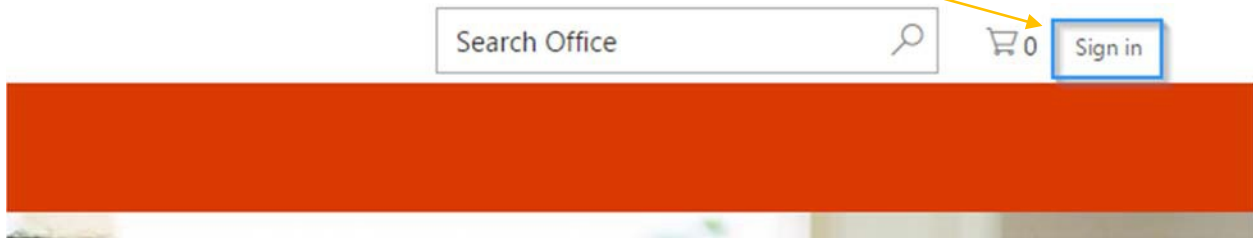
3. Now, at the top-right, click "Install Office 2016."
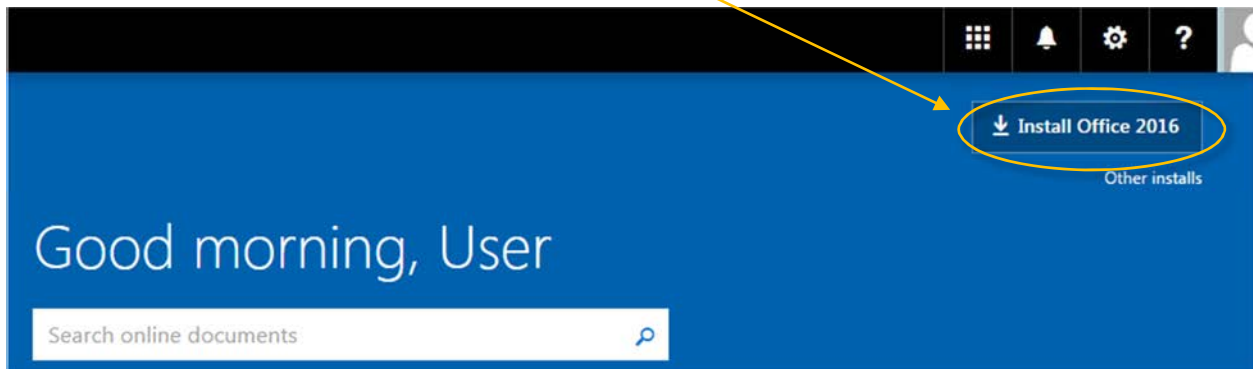
4. Download the file to your computer, and open it. It will begin to install automatically.
   Just wait for it to finish, and you're done!