

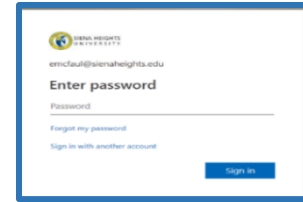
# Office 365 Install for Windows Computers

[Apple Office365 link](#)

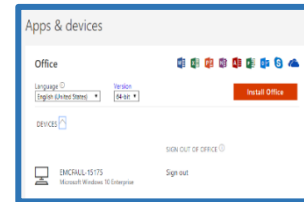
## DOWNLOAD

From the **Google Chrome browser**, log on to the <http://office.com> by using your Siena Heights Information and then **click on the blue Sign-in button**.

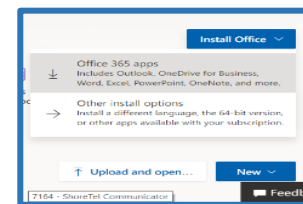
**Username:** yourusername@sienaheights.edu  
**Password:** MySiena password



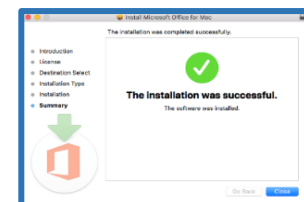
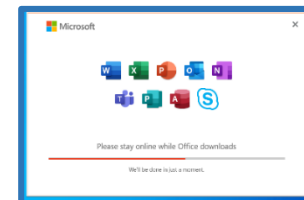
Once your personal **Office 365 account** information web page displays the **Office 365 apps**. Click on the drop-down **Orange Install Office button**,



Next, click on the **Install Office 365 apps**. (located on the bottom left corner of the menu). The download will display in the left bottom corner of the **Google Chrome** browser. After the file has completed the download, click on the **Officesetup.exe** app, and begin the install of the Office365 applications.

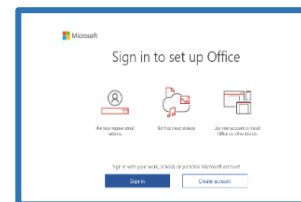


Next, a menu appears, **do you want the program to make changes to your device**, select **Yes, two times?** (pending on your **home Wi-Fi connection**) can take up to **20 minutes**. The next Microsoft messages on the install menu will be as follows: still installing and were getting things ready. After the **install** has **completed**, you will see a menu to **restart the computer**.



## Activation

The Sign in to set up Office menu appears, click on the **blue sign in button**.



Next, an **Activate and sign in menu** appears:  
 Using yourname@sienaheights.edu  
 Enter **password** MySiena Password  
 The last menu, Use the account everywhere on this device, select the **yes blue button**, and now you are done all set!

