Microsoft Office Installation Instructions

1. Sign in to Office 365 at portal.office.com
2. Select the gear icon to access the settings menu
3. Select **Office 365 settings**
4. Select **Software > Install and manage software**
5. Select **language**

![Office icons](image)

**Install the latest version of Office**

This will install the following apps on your computer: Word, Excel, PowerPoint, OneNote, Access, Publisher, Outlook, Skype for Business, InfoPath, OneDrive for Business

**Language:**

| English (United States) | 32-bit (Recommended) Advanced |

**Note:** Installing additional languages on a computer that already has this version of Office doesn’t count against your install limit (5).

- [Review system requirements](#)
- [Troubleshoot installation](#)

[Install]

6. Select **Install**

[Install]

Please note that on a Mac this process may look slightly different but the process is the same