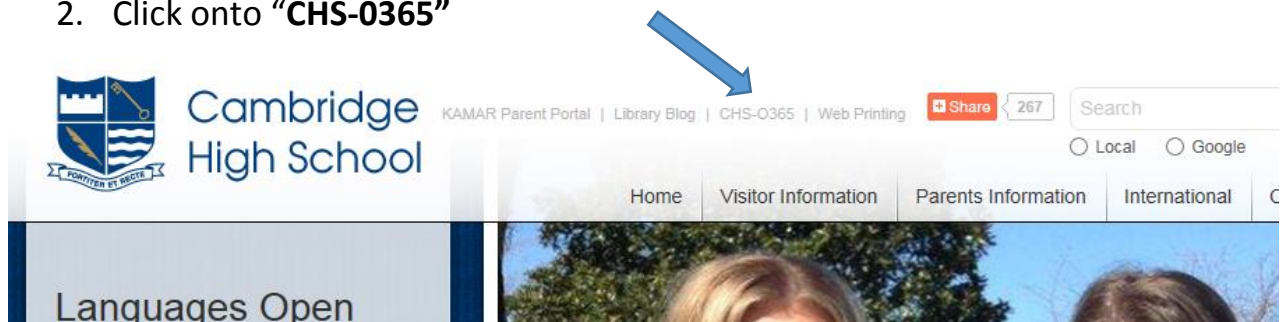


## Installing Office 365

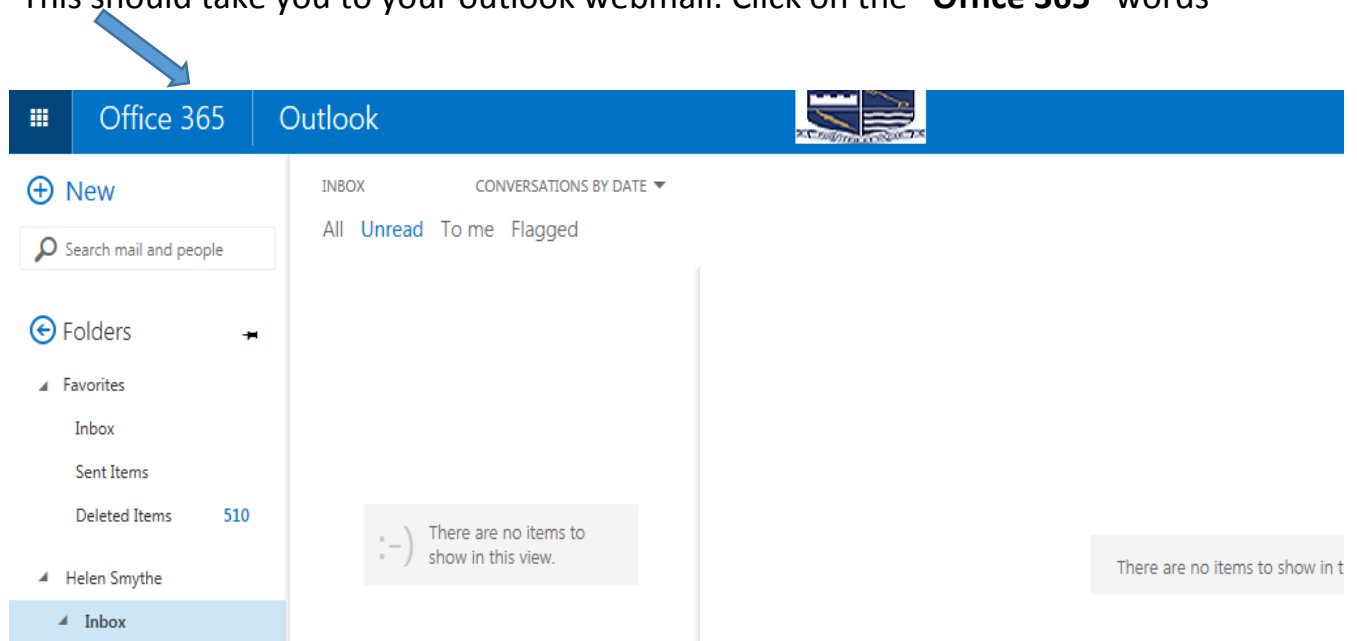
1. Using your browser go the Cambridge High School <http://www.camhigh.school.nz/>

2. Click onto “CHS-0365”

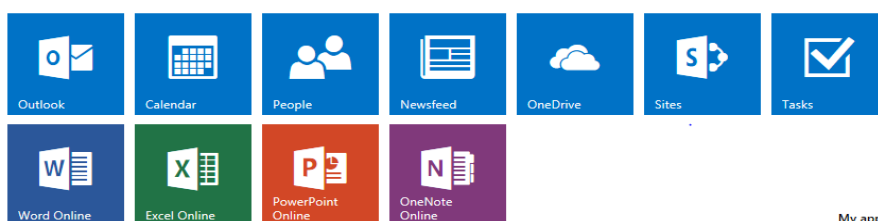


3. Log in to office 365 using your email address and password (the same password that gets you onto the school server. Your email address is your [firstname.lastname@camhigh.school.nz](mailto:firstname.lastname@camhigh.school.nz) eg: [susansmith@camhigh.school.nz](mailto:susansmith@camhigh.school.nz)

4. This should take you to your outlook webmail. Click on the “Office 365” words

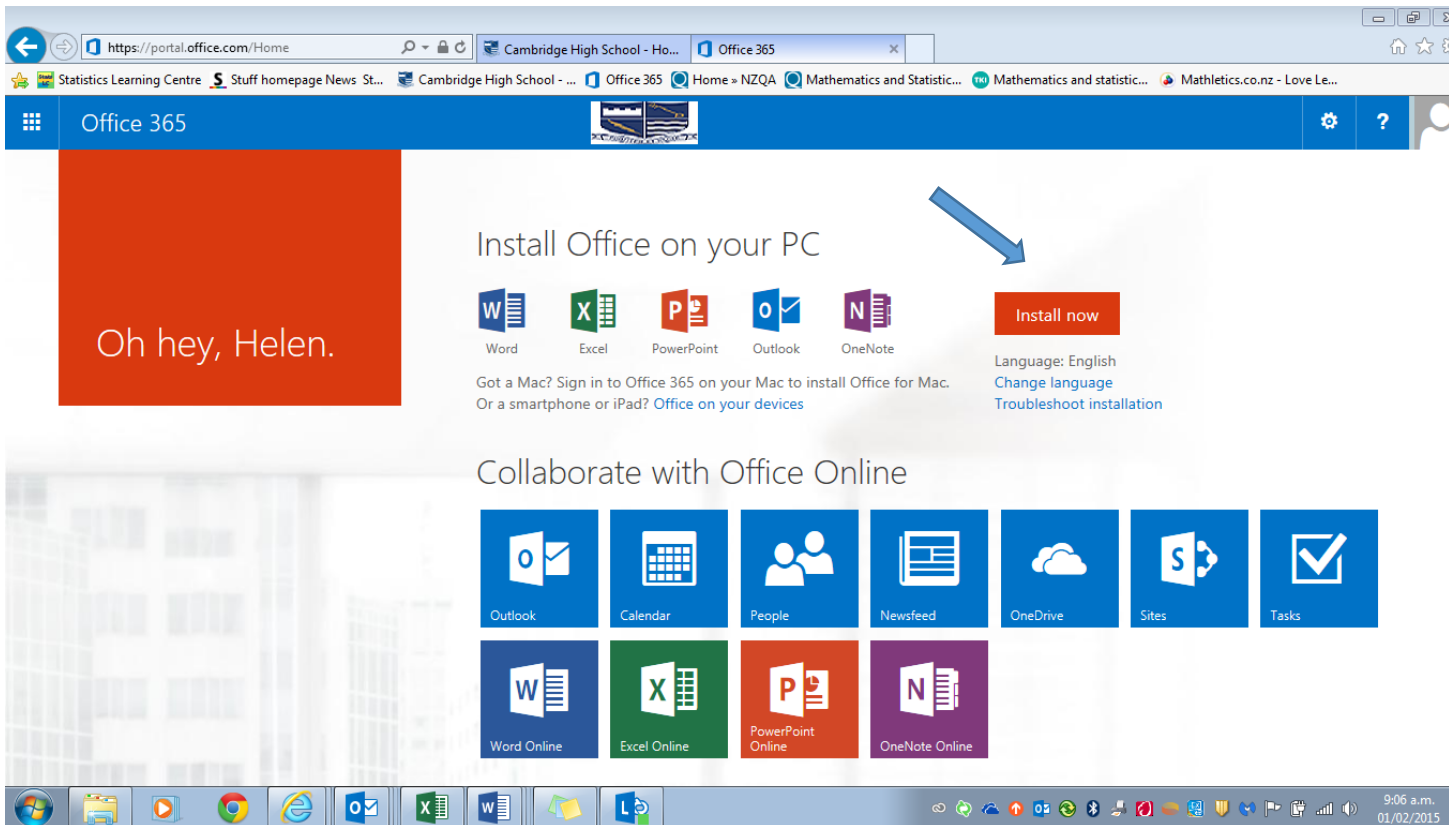
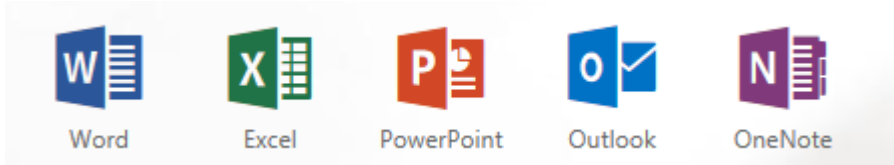


5. This will take you to a page that has all the office products you can use online



6. From this page you click on **“install now”**

This will download the full versions to be used on your computer/tablet/smartphone:



*You are able to install office on up to 5 devices.*