

Information Technology Services

http://www.lander.edu/its help@lander.edu

864.388.8234

How to download Office 365 Software

Step 1

Navigate to outlook.com/lander.edu and log in with your lander email address.



Login with your Lander account

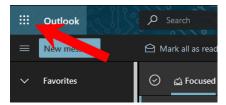
someone@example.com

Password

Sign in

Step2

After you sign in, click the apps icon (looks like 9 dots), then click the Office 365 link





Step 3

Click on the dropdown that says "Install Office", then click Office 365 apps"

Office 365 is available for your PC and Mac and other devices such as a smartphone or an iPad.

If you have any problems downloading or installing Microsoft Office 365, please contact the ITS Help desk at 864.388.8234 or visit us in TRACS.



