Install Office 2016 (PC)

Installing Office 2016 is an option. It replaces older versions of Office on your PC. The install is free and you can install the software on your home computer. When your desktop is upgraded to Windows 10, it will be upgraded to Office 2016.

Search Office	 Go to <u>www.office365.com</u> In the upper right corner, click sign in Sign In with your <i>UIW email address</i> You will be re-directed to the <i>UIW Office 365 Login</i> <i>Page</i> Login with your UIW username and password Click sign in
Office 353 Image: Construction of the server of the se	 7. Office 365 Opens 8. Click Install Office 2016
Opening Setup X86 en-us_0365Pro/NusRetal_0b871cc8-2cb1-4339-93bc X You have chosen to oper: 	9. Click Save File
	10. Once downloaded, double-click on the Install icon11. Click Save
Coffice × Image: Constraint of the second secon	 12. The Installing Office window opens. When complete, the screen will change to read "You have Office Installed Now". 13. Be sure to pin the Office icons to the Taskbar or Start Window

