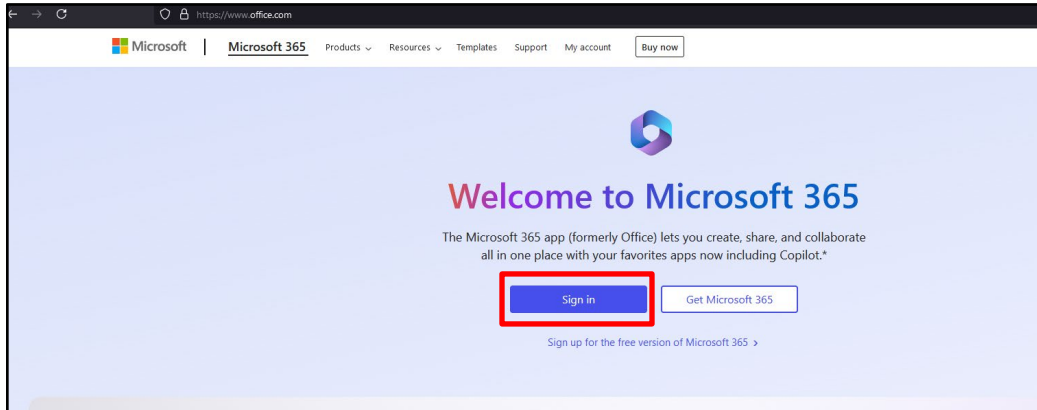


## How Do I Download And Install Microsoft 365 (Office) Applications?

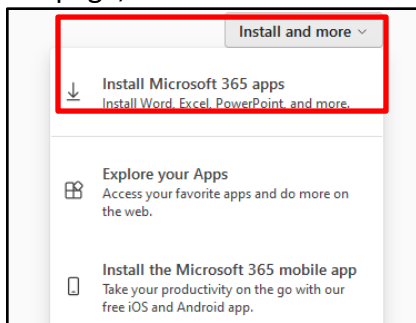
Rowan-Cabarrus allows students, faculty, and staff to install Microsoft 365 (Office) applications on up to 5 personal devices. Follow the steps below:

1. Go to <https://www.office.com/> and select the **Sign in** button. Enter your Rowan-Cabarrus Student or Employee email account, then your password to sign in.

**Note:** You may be prompted to authenticate using MFA.



2. Once you are signed in, select the **Install and more** button on the upper right-hand side of the page, then select the **Install Microsoft 365 apps** option.



3. Under the Office apps & devices section, select the **Install Office** option and save the downloaded file. Double-click the **OfficeSetup.exe** file to install Microsoft 365 (Office).

**Note:** Once installed, you may be prompted to sign into your Rowan-Cabarrus Student or Employee email account again to license Microsoft 365 (Office).

