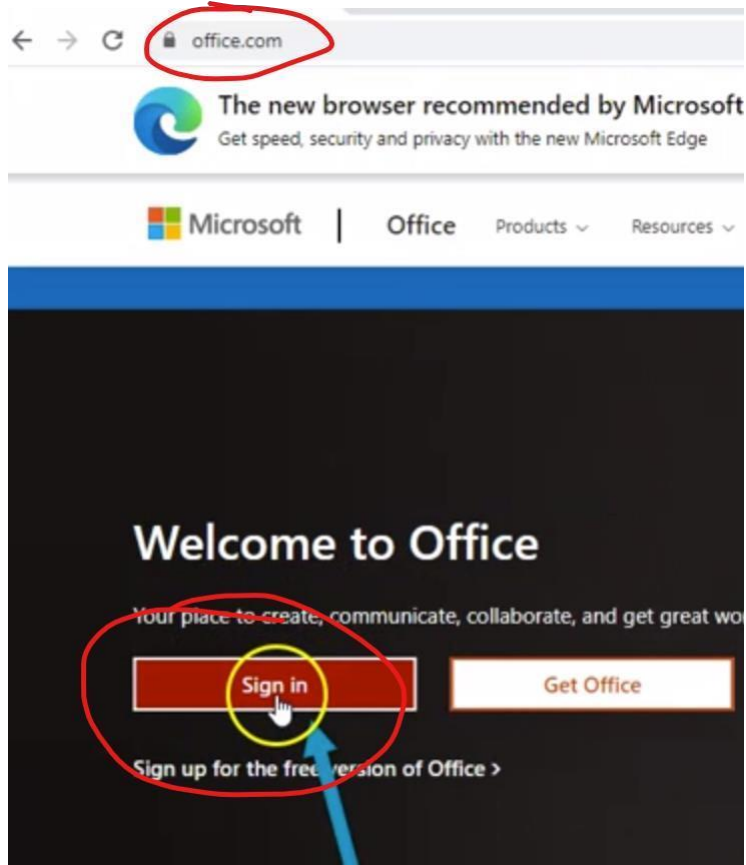


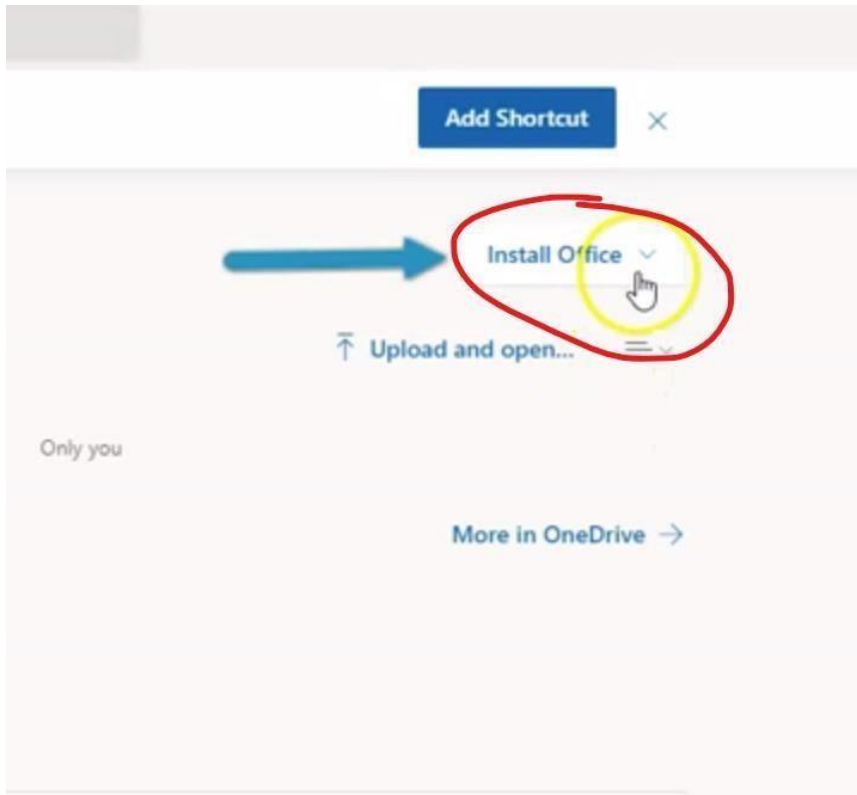
Installing Office – Mac Computer



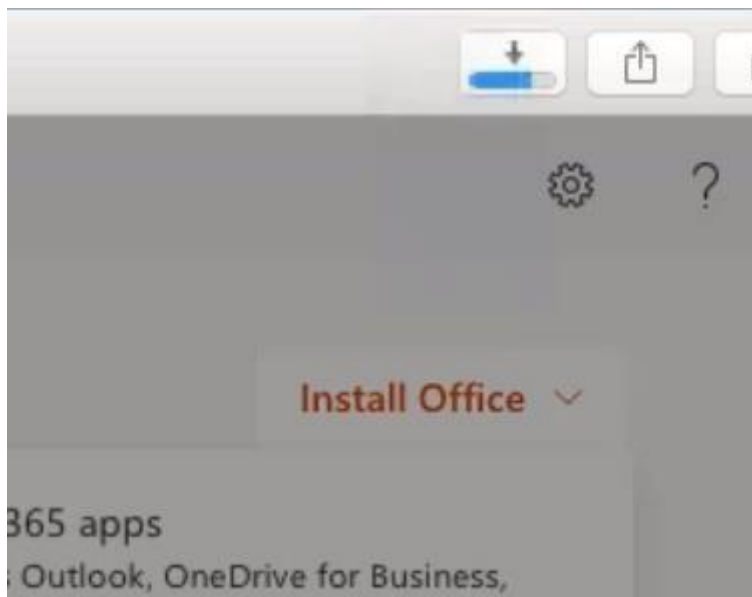
1. Open up your internet browser and head over to www.Office.com.
2. When you arrive there, click the red Sign in button.



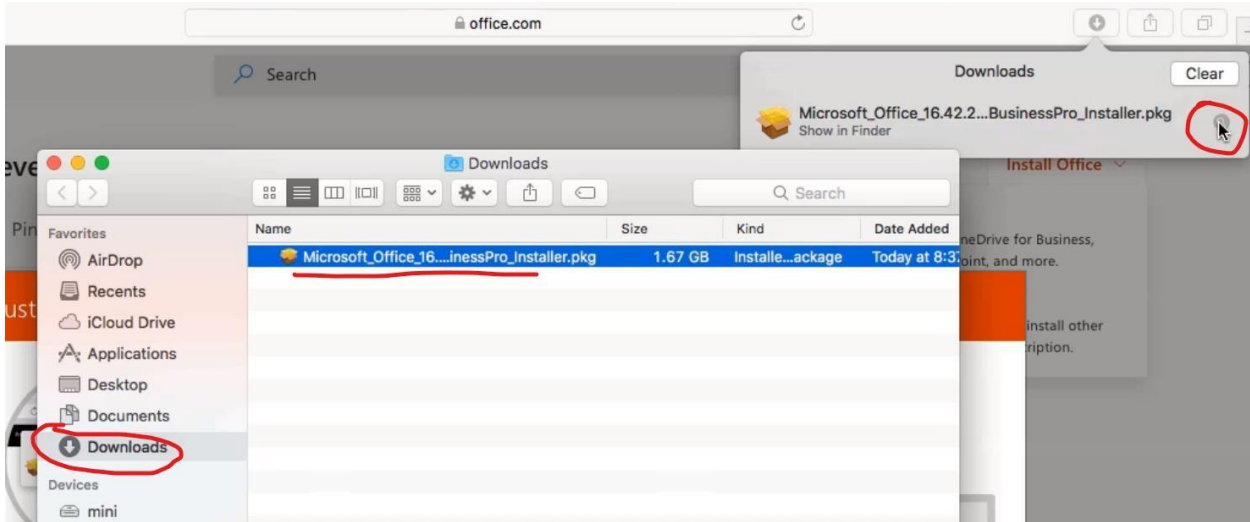
3. Sign in with your student email. You **must** use your @smail account for this installation to work.
4. Once you are signed in click on the Install Office button up at the top right.



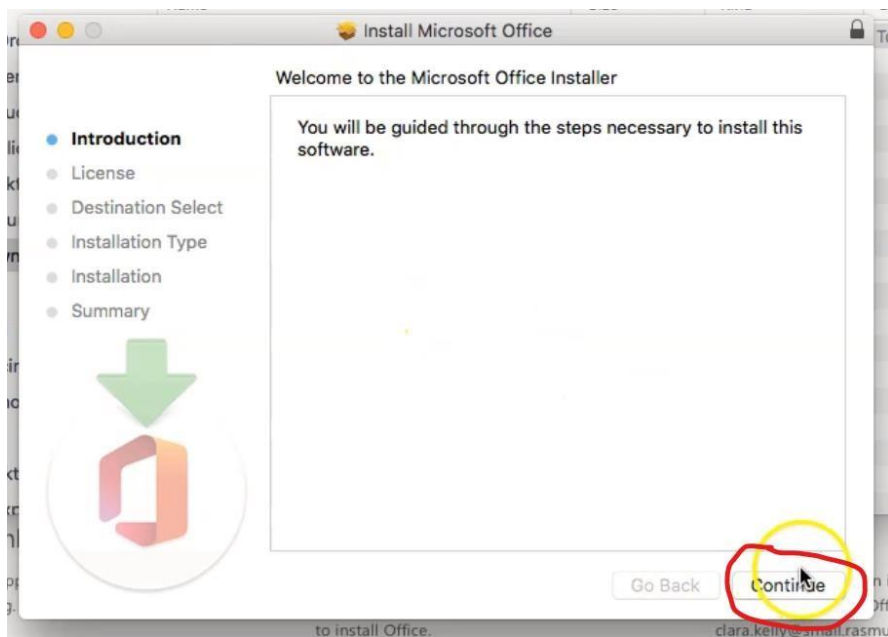
5. A download will begin.



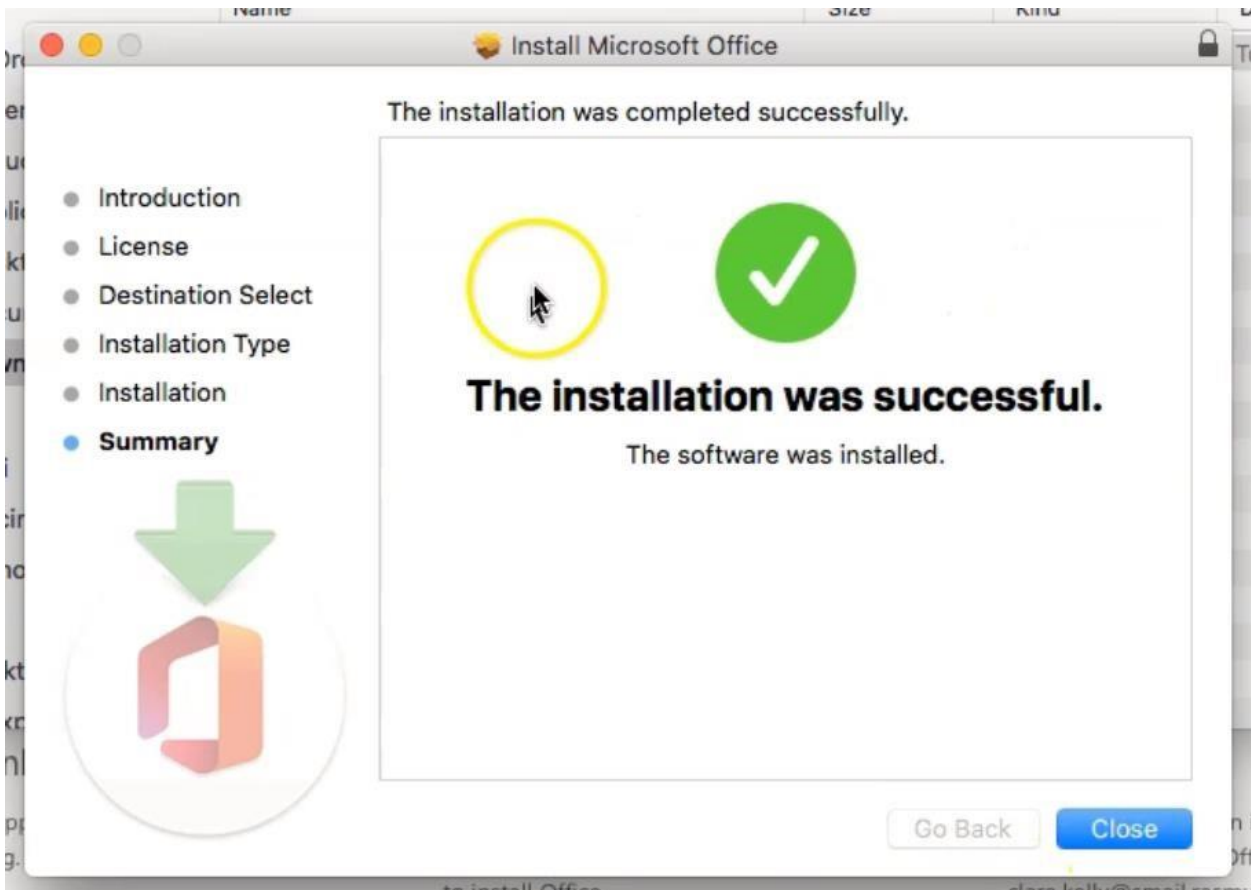
6. Open up the downloaded file



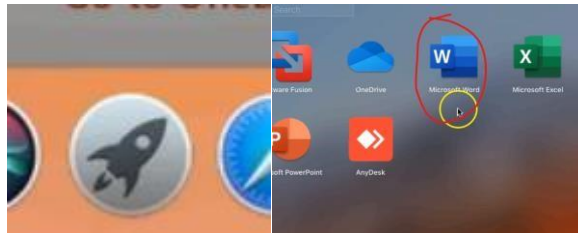
7. Click continue on the upcoming prompts. It will prompt you for your password, please enter it. The installation will take anywhere from 5-20 minutes to fully install.



8. Once the install is complete click close.



9. Go ahead and launch Word. You can access it from your launch pad.



10. Word is activated and ready to use. **You are not required to sign in.**
11. **If you do choose to sign in please use your SMAIL account. Again, this part optional.**