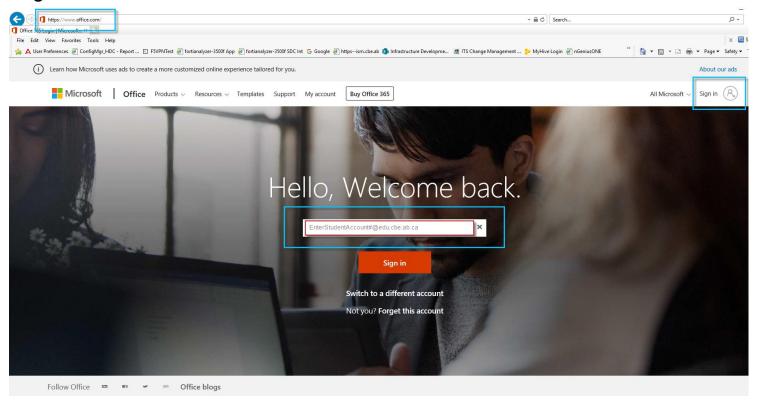
# Microsoft Office 365 Applications for CBE Student Home Use

#### Students who want to download Office 365 for home use will need their Student Account number and Password.

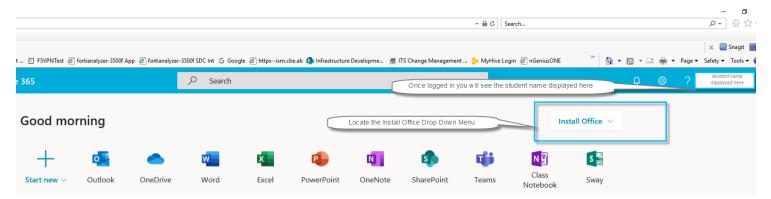
- User ID format: 12345678@edu.cbe.ab.ca where the "12345678" is the Student Account number.
- Password is the password students use to login to a CBE computer.

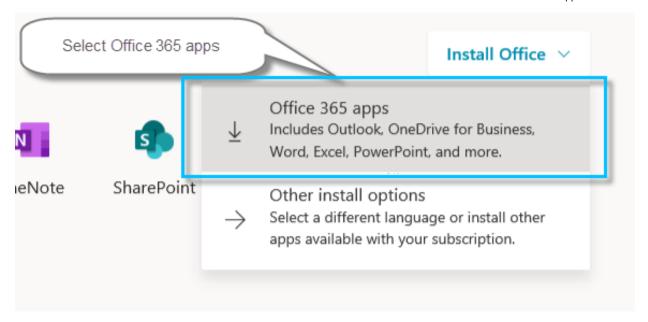
If you have forgotten or need to change your password, please use the Student Password Self-Service tool at <a href="https://passwordhub.cbe.ab.ca">https://passwordhub.cbe.ab.ca</a>.

# Login at: www.office.com

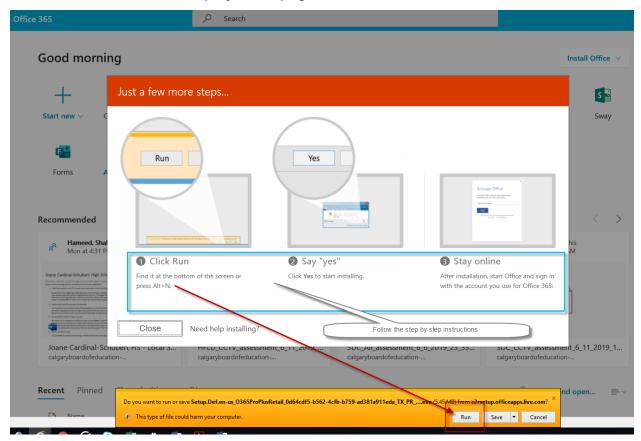


# Find the Install Office and from the drop down menu select Office 365 apps.





# Follow the instructions displayed on page.



# See the Microsoft Website for Additional Instructions or Troubleshooting

Download and install or reinstall Office 365 or Office 2019 on a PC or Mac Instructions

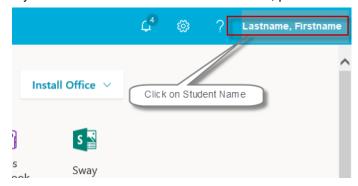
 $\underline{https://support.office.com/en-CA/client/results?Shownav=true\&lcid=4105\&ns=O365PROUSER\&version=15\&omkt=en-CA\&ver=15\&HelpID=O365E\_TSOffice$ 

#### Troubleshoot Office installation issues in Office 365 for business

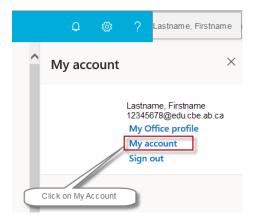
https://support.office.com/en-CA/client/results?Shownav=true&lcid=4105&ns=O365PROUSER&version=15&omkt=en-CA&ver=15&HelpID=O365E TSOffice

# Microsoft allows for the Office 365 applications to reside on up to 5 computers (PC and/or Mac's) per Student Account.

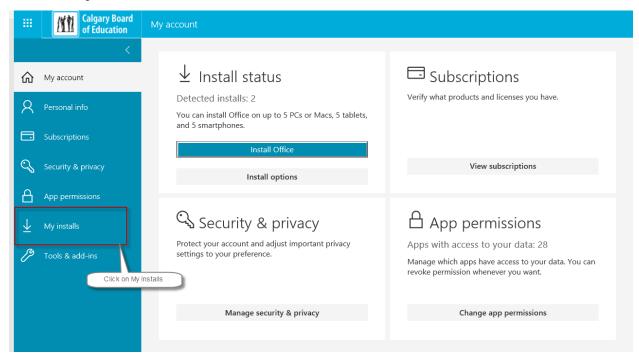
If you would like to deactivate an installation, please follow the following steps:



### Click on Student name and then My Account



# **Click on My Installs**



# Select the device from the list you would like to deactivate.

