

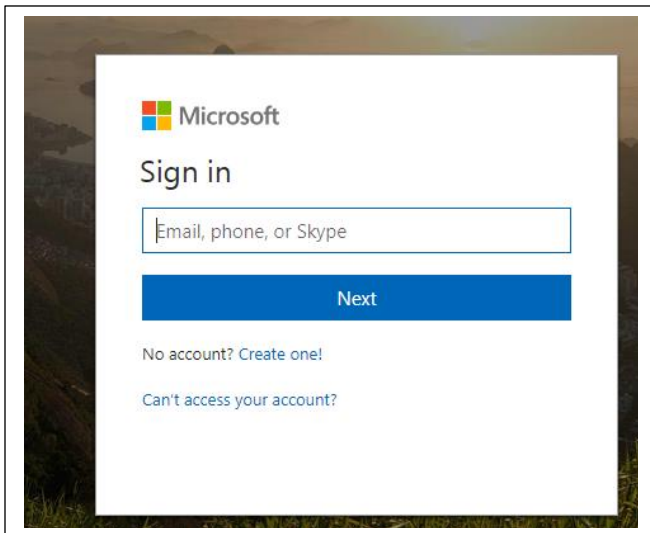
How to install Office 365:

Open a browser (Internet Explorer, Chrome, or Firefox) and Go to <https://portal.office.com>

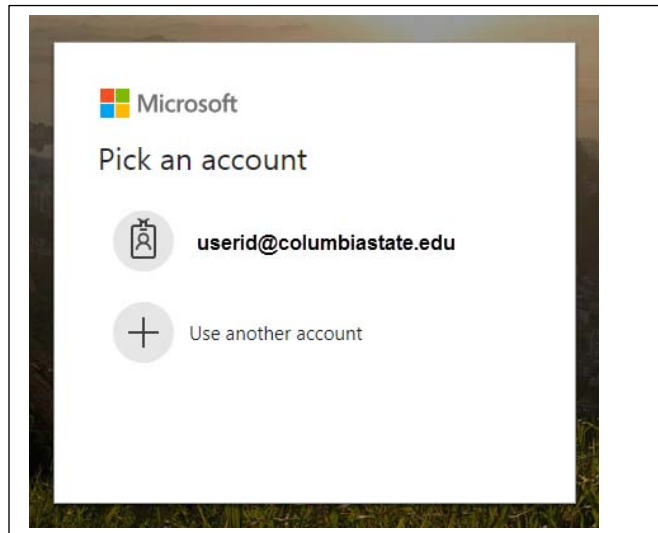
Enter your **FULL PVT email address (if shown, just click it)** and your **current PVT PWD**

PVT credentials are synced to the O365 portal every 30 minutes

New users may see:

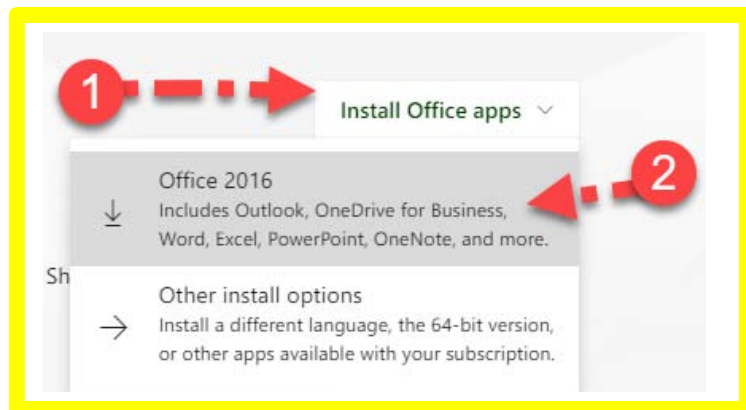


Returning users may see their PVT Email address:

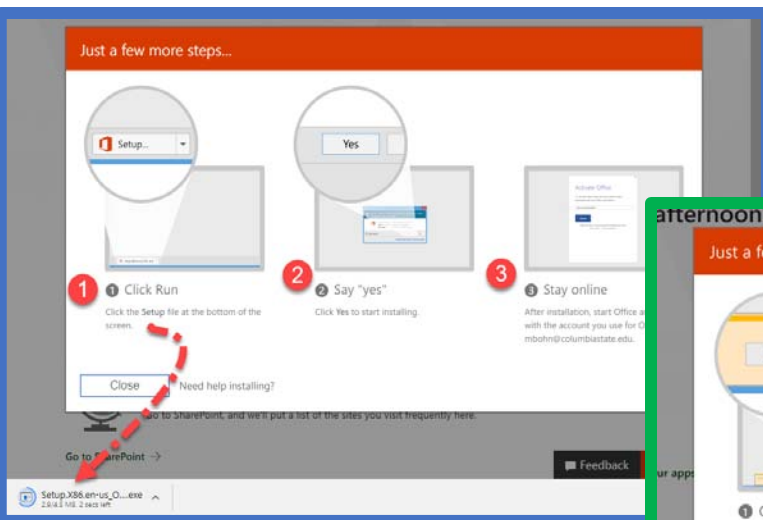


Next, Install Office apps.

Select Office 2016 and follow instructions on the screen.



Instructions may vary in different browsers



OR

