


GREAT NEWS!!! Alverno students may now install Microsoft Office 365 Pro Plus (the complete Office suite) for FREE on up to five (5) personally-owned devices!

Alverno's Technology Services department has contracted with Microsoft to offer Office 365 Pro Plus to all students at no cost. You may now download and install this software on up to five devices. These devices can be any combination of personal computers (Windows or Mac), tablets, and smartphones (see list below). Access to this software is only available while enrolled as an Alverno student.

How do you download and install Office 365 Pro Plus on your personally-owned computing devices?

1. Log into your Alverno email with your email address (username@alverno.edu) and your network password).
2. At the top of the page, go to **Settings** . Under **Your app settings**, click on **Office 365**.
3. Click on **Software- Install Software**.
4. On the Office page, select a Language, and then choose Install.

Office

Manage installs

Want to deactivate Office on one computer and install it on another? Go to [My account > Install status](#).

Install Office 365 ProPlus with the new 2016 apps [What happened to Office 2013?](#)

This will install the following apps on your computer: Word, Excel, PowerPoint, OneNote, Access, Publisher, Outlook, Skype for Business, OneDrive for Business



Word



Excel



PowerPoint



OneNote



Access



Publisher



Outlook



Skype for Business



OneDrive for Business

Language:

English (United States)

Version:

32-bit Advanced

Don't see the language you want? Install one of the languages in the list above and then install a [language accessory pack](#). Additional languages and language accessory packs don't count against your install limit.

[Review system requirements](#)

[Troubleshoot installation](#)

Install

Note: The 32-bit version of Office is installed on your PC by default – even if your computer is running a 64-bit version of Windows.

If you need assistance, please stop by the Computer Center or enter a [Service Desk](#) request.

NOTE: When accessing the Service Desk from off-campus, you will need to type in alverno\ before your username. For example: alverno\smithjl