

BUCKS NEW UNIVERSITY FREE OFFICE 365 SUBSCRIPTION DOWNLOAD GUIDE

Step 1

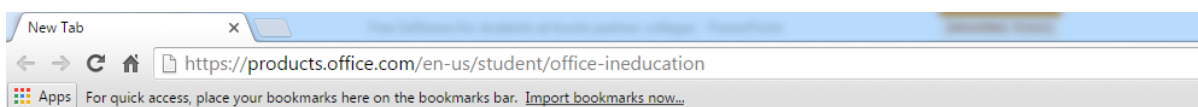
Select a web browser of your choice



Step 2

Type in the following link below into the web browser

<https://products.office.com/en-us/student/office-in-education>



Search Google or type URL

Step 3

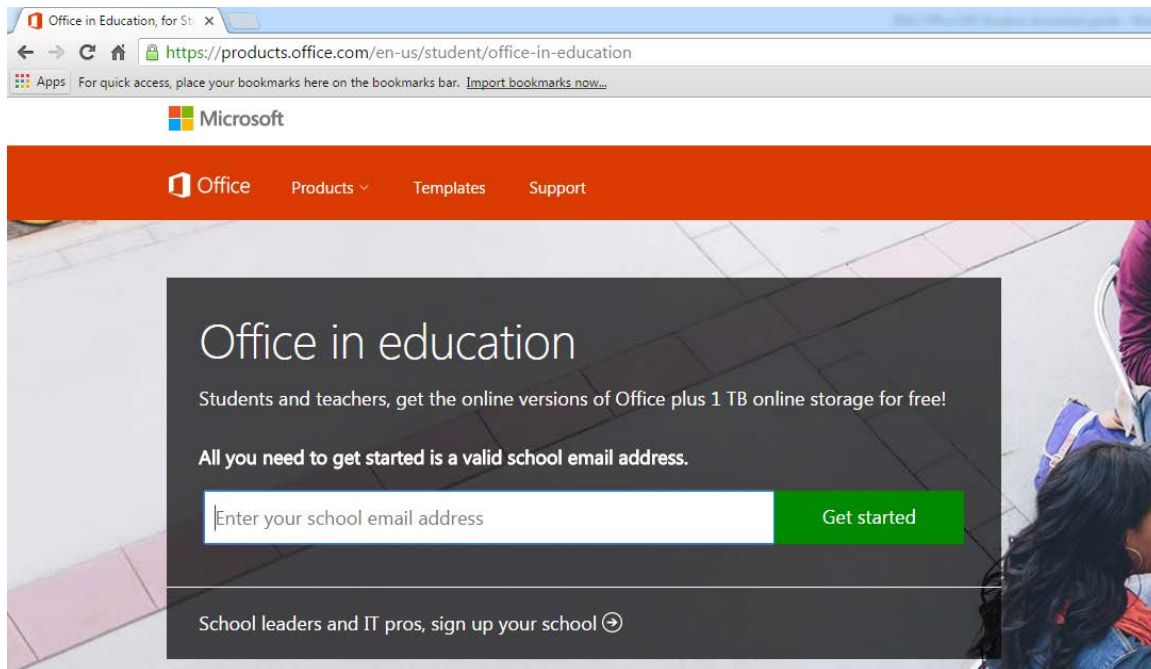
Type in your bucks.ac.uk email address for a staff or student

Student email example

21785542@bucks.ac.uk

Staff email example

John.Smith@bucks.ac.uk



Step 4

Select student or teacher

Office 365 Education

Are you a student or a teacher?

We'll provide the Office 365 tools you need in the classroom and online. If you're an IT admin, [enroll your school](#).

I'm a student ➞

I'm a teacher ➞

Step 5

As Bucks New University is registered on the scheme it already will know every student

Office 365 Education

We know you!

To get your free Office, sign in with your Office 365 user ID and password.

Sign in ➞

Step 6

Login though Bucks New University's on campus services login page

Buckinghamshire New
University

Sign in with your organizational account

21302939@bucks.ac.uk

.....

Sign in

Step 7

If you already have a licence for the free office 365 education just press ok got it if you have not fill out some basic details then proceed to download page

Office 365 Education

No need to sign up

You already have a license for Office 365 Education.

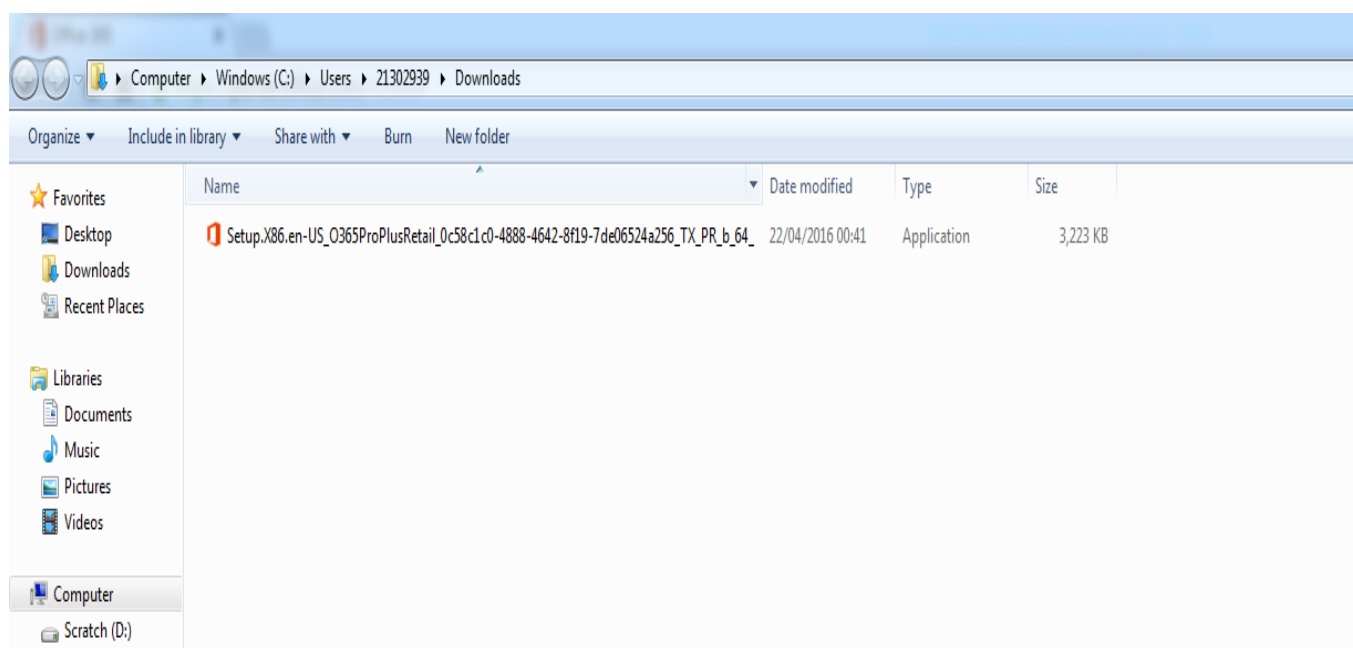
OK, got it ➞

Step 8

Click on install now to download the installer in order to install office



Step 9 Final step



Run the installer of your free Office 365 then your free Office provided by Bucks New University's subscription to Office 365 from Microsoft student advantage is all yours to install and use for your 3 years of study at Bucks New University.

General point once installed

Once installed just activate the software by the internet method

Make sure you are connected first and due as soon as downloaded as after 30 days the activation expires and all features in all programs included in package become unusable

Questions

Please email me at robertcollcott@googlemail.com