HOW TO INSTALL MICROSOFT 365

Delgado students and employees can install Microsoft 365 software for free on up to 5 PCs or Macs, 5 tablets, and 5 smartphones. This offering is being provided by Delgado Community College in partnership with Microsoft, and includes:

- Word
- PowerPoint
- Excel
- OneNote
- Outlook
- Access
- Publisher
- OneDrive

To install Microsoft 365:

1. Go to http://outlook.com/dcc.edu.
2. Enter your Delgado email username and password then click **Login.**
3. Click on the **Account manager** button in the top right corner, which contains your profile picture or your first/last name initials.
4. Click **View account.**
5. Click the **App launcher** button in the top left corner of the screen.
6. Click **Microsoft 365.**
7. Click **Install and more.**
8. Click **Install Microsoft 365 apps.**
9. Under **Office apps & devices,** click **Install Office** to download and install the latest version of Office.