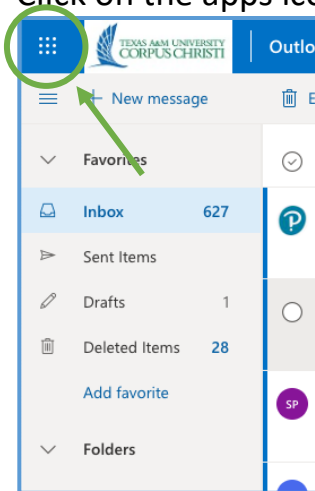


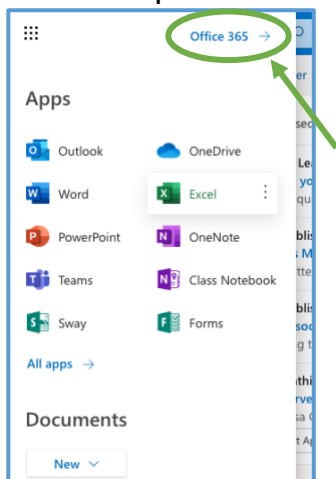
## Instructions for Downloading the Microsoft Office Suite

Follow the instructions below to download the Microsoft Office Suite from your TAMUCC account (updated Fall 2019). These instructions work for PCs running Windows and MacOS.

1. Log into your TAMUCC email using a web browser  
(<https://it.tamucc.edu/applicationscatalog/islanderemail.html>)
2. Click on the apps icon in the top left-hand corner.

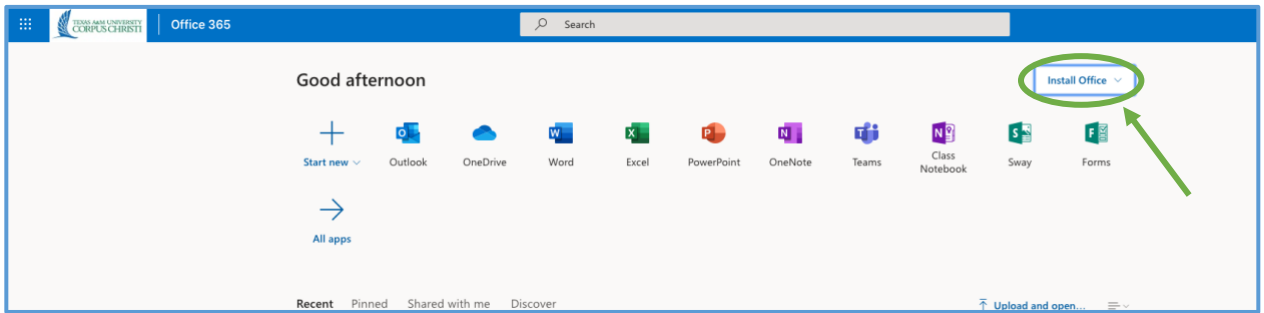


3. In the dropdown menu, open the Office 365 link. A new tab will open.



\*Note: You can access cloud versions of Word, Excel, etc. from here by clicking on the icons.

4. In the new Office 365 tab, click on Install Office.



5. Select Office 365 Apps. The installation package will download to your local computer. The default location is the user's downloads folder.
6. Once the download is finished, open the installation package from the downloads folder on your computer, or by clicking on the download at the bottom of your browser.