Microsoft on a home computer

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Microsoft from a Chromebook

Microsoft Office 365 Home Use for Students and Employees *Repost*

access, word ⊘ 11:55 AM

REPOST

Sharing this information again because we have a slight update to the original instructions since syncing our local AD and google accounts.

Microsoft Office 365 is available to current students and staff. However, substitutes, tutors, and non-provisioned accounts (SRO's, EC contracts, etc.) will not have access.

Users can go to office.com and login with their email address and password. If asked whether this is a personal or work/school account, choose work/school account. Users will have access to the Office Web Apps and the ability to install Office on personally owned devices. When users are no longer a JCPS employee or student, they will lose access to their Office 365 account and any locally installed versions will no longer be licensed.

The Web Apps can also be accessed on any device!

If users cannot login, they will need to go through the normal procedure for resetting their google password under 'Need Help' in the JCPS ID Portal found in the Staff/Student Connections link on our JCPS webpage.

Click the following link to go to this page:
http://jcstechleader.blogspot.com/2020/03/microsoft-office-365-home-use-for.html

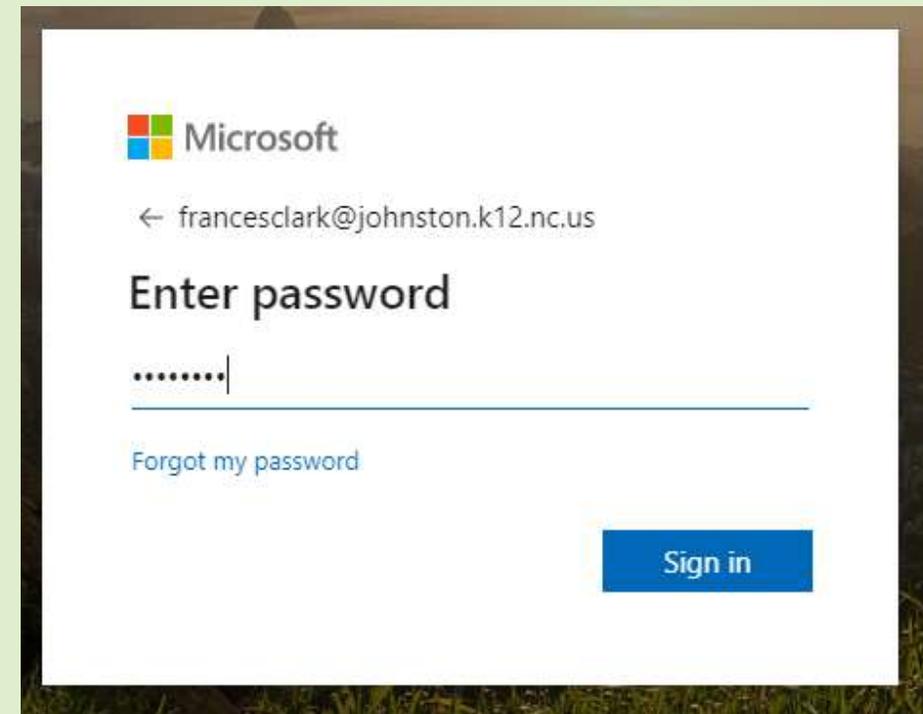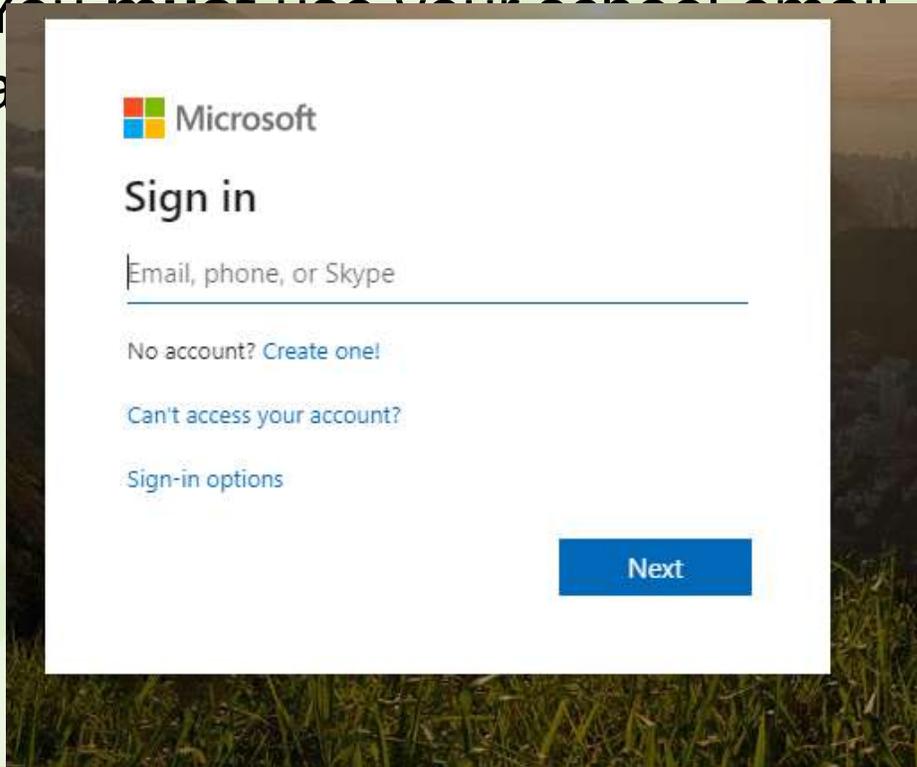# Go to office.com

Click on Sign In
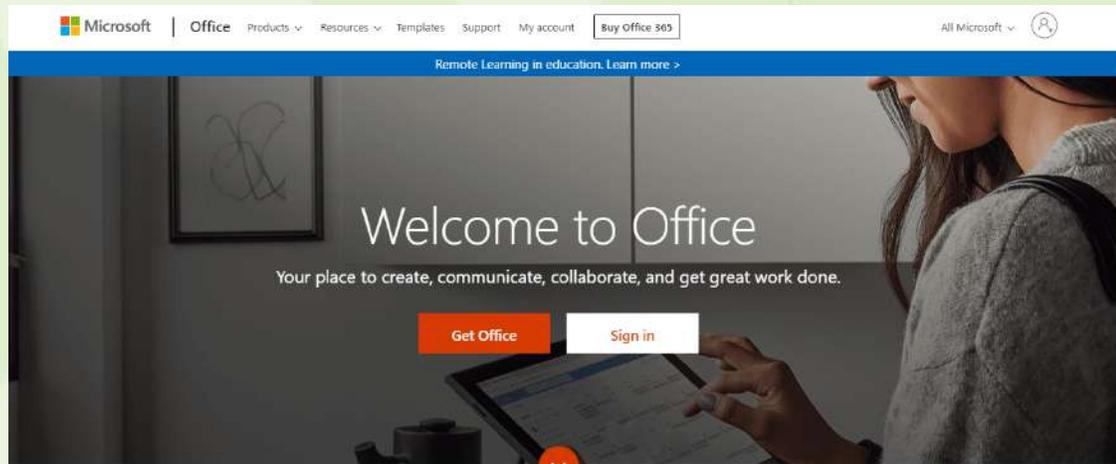
Signing into Office 365
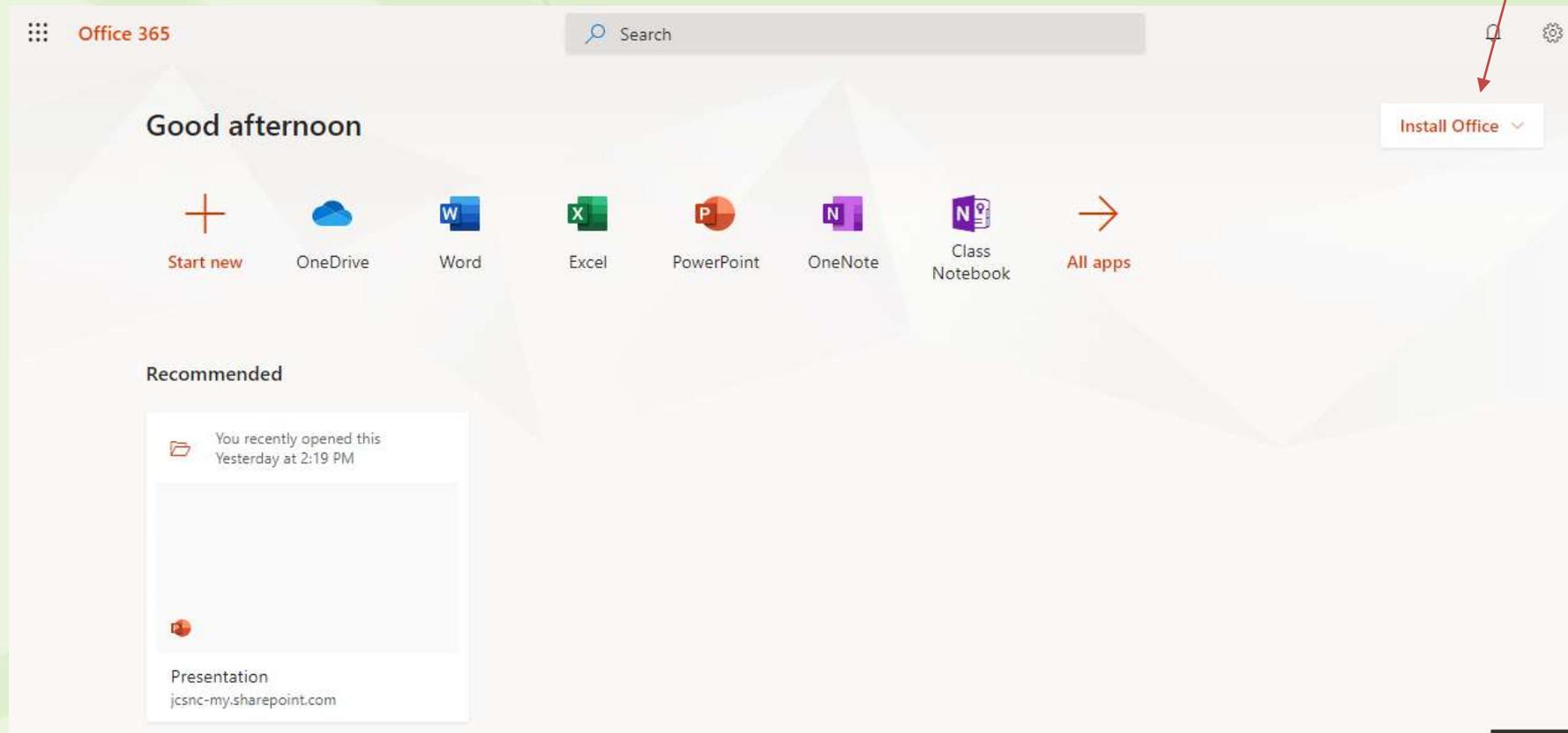
You must use your school email address (jcsnc.org)

- You must use your school email a

Use the same password you use for your school email account

Microsoft

Sign in

Email, phone, or Skype

No account? Create one!

Can't access your account?

Sign-in options

Next

Microsoft

← francesclark@johnston.k12.nc.us

Enter password

••••••••

Forgot my password

Sign in

Office 365 Dashboard

Click to install Office 365 for Home

Installing Microsoft on your Computer

**Consult with your parents before doing this
**Note for Chromebooks

Overview   Manage   Sharing   Installs

Click to install Office

all your computers

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Office 365

Install the Office mobile apps

Productivity on the go just got easier. The Office mobile
apps have the familiar look and feel of Office with an
intuitive touch experience designed for your smartphone
and tablets.

Office 365

Get Office mobile apps >

Devices

LAPTOP-MN1LUUOE
Microsoft Windows 10 Home

Sign out of Office

Downloading Office 365 Home
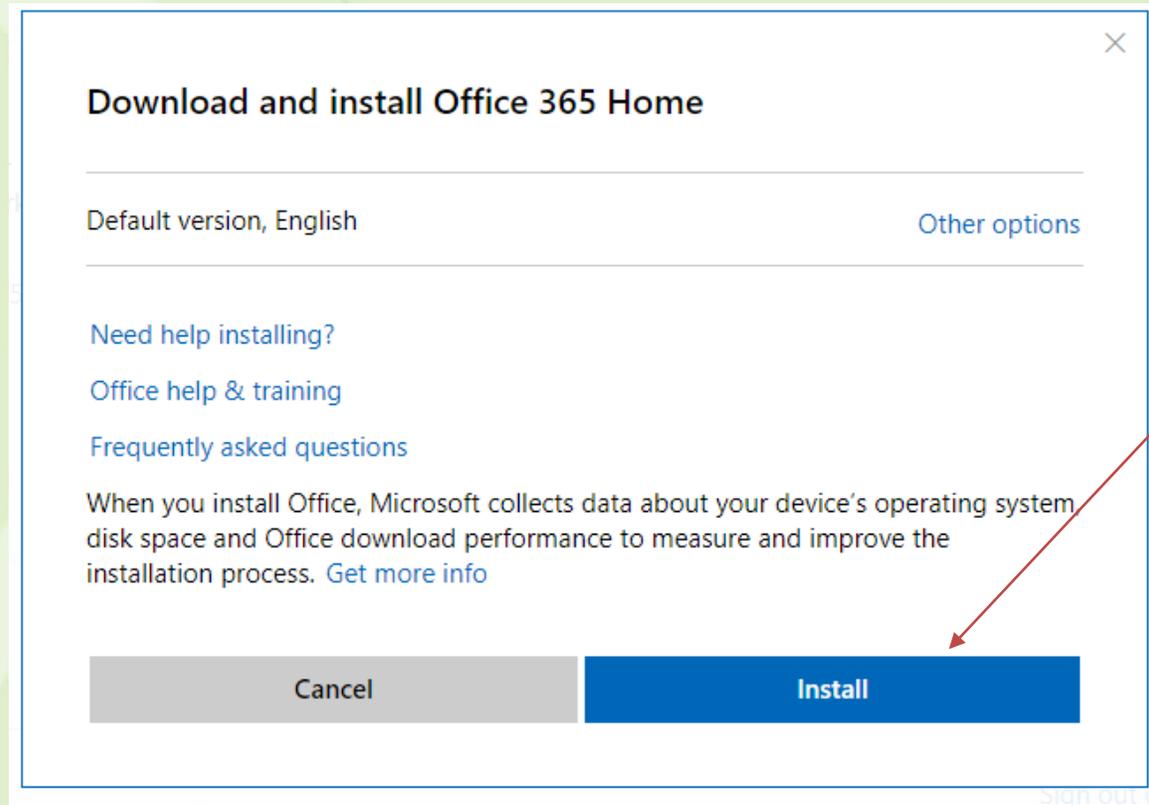
Overview   Manage   Sharing   **Installs**

Show all my subscriptions

Install Office on all your computers

Get stuff done seamlessly at work and at home. Your devices sync automatically so you can drop your work here and pick it up there.

Install Office on all your devices and be signed in to 5 at the same time.

Office 365

Install Office >

Install the Office mobile apps

Productivity on the go just got easier. The Office mobile apps have the familiar look and feel of Office with an intuitive touch experience designed for your smartphone and tablets.

Office 365

Get Office mobile apps >

Devices

LAPTOP-MN1LUUOE
Microsoft Windows 10 Home

Sign out of Office

Click on the downloaded file and follow directions

Help with Microsoft account

Feedback

Setup.Def.en-US_....exe   ^

Show all

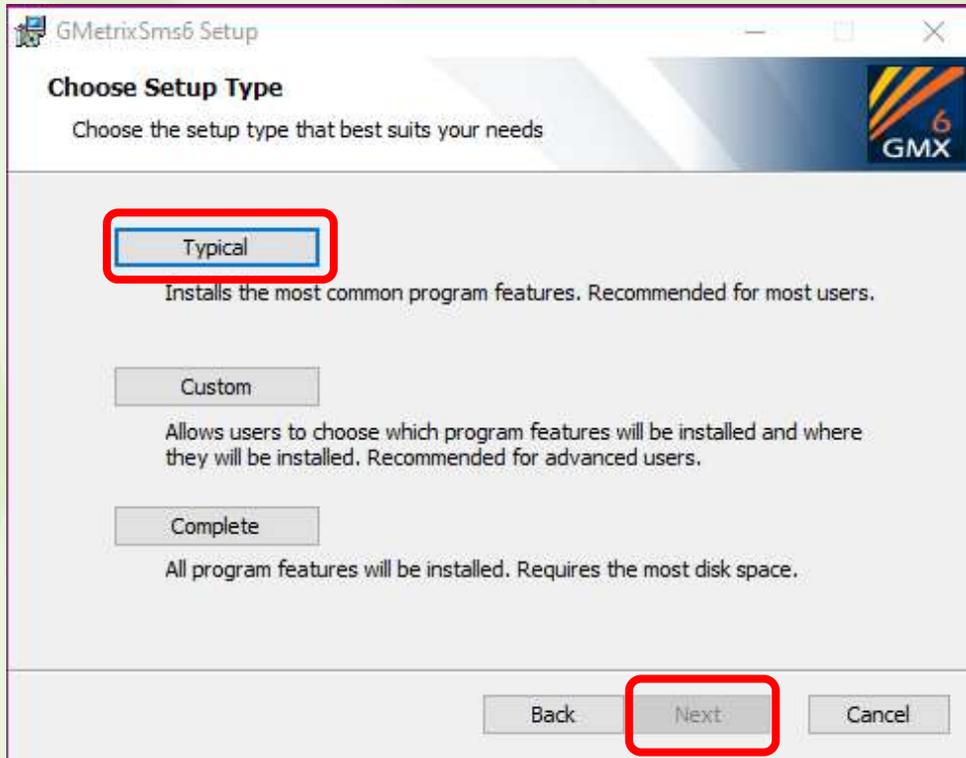Instructions to download GMetrix

Click on link: Download GMetrix
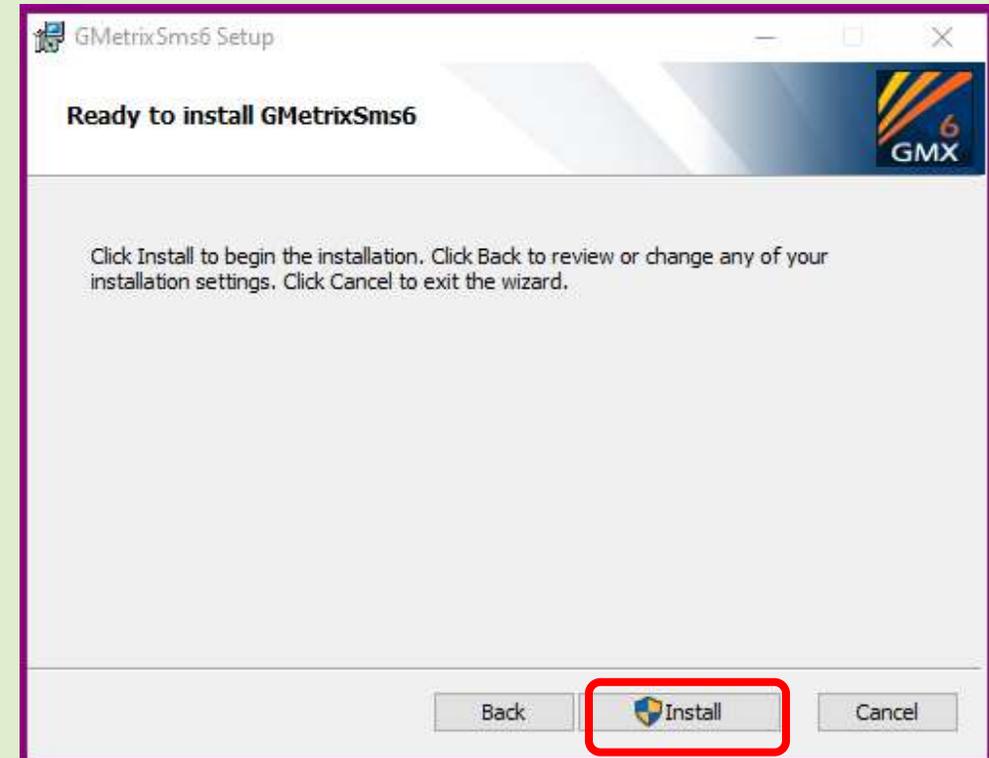
Click Next

Check accept box & click Next
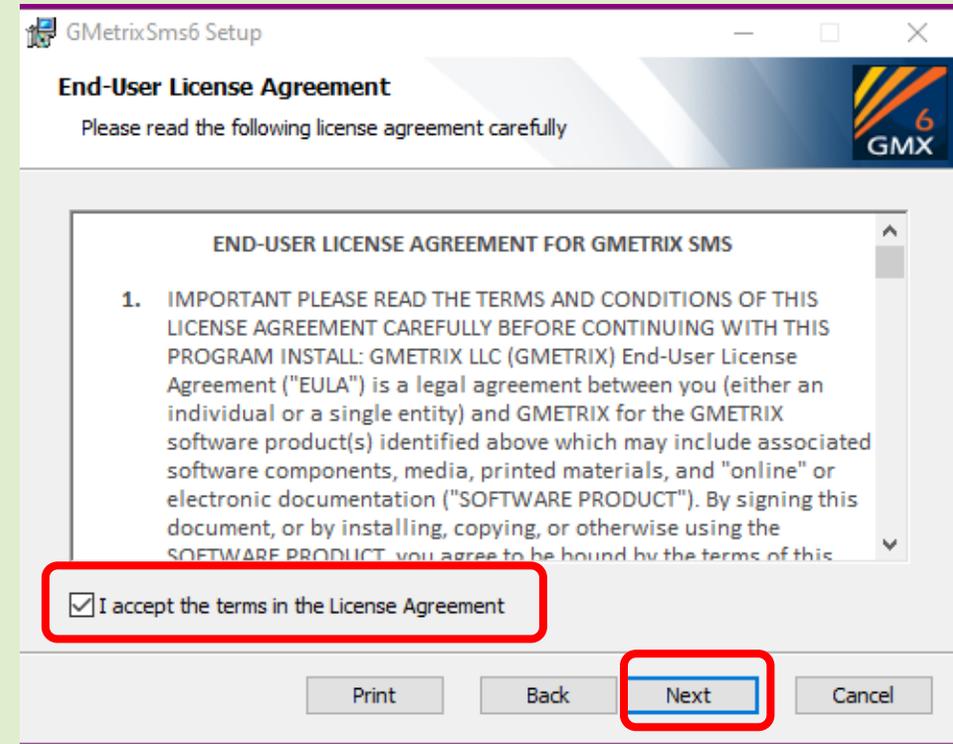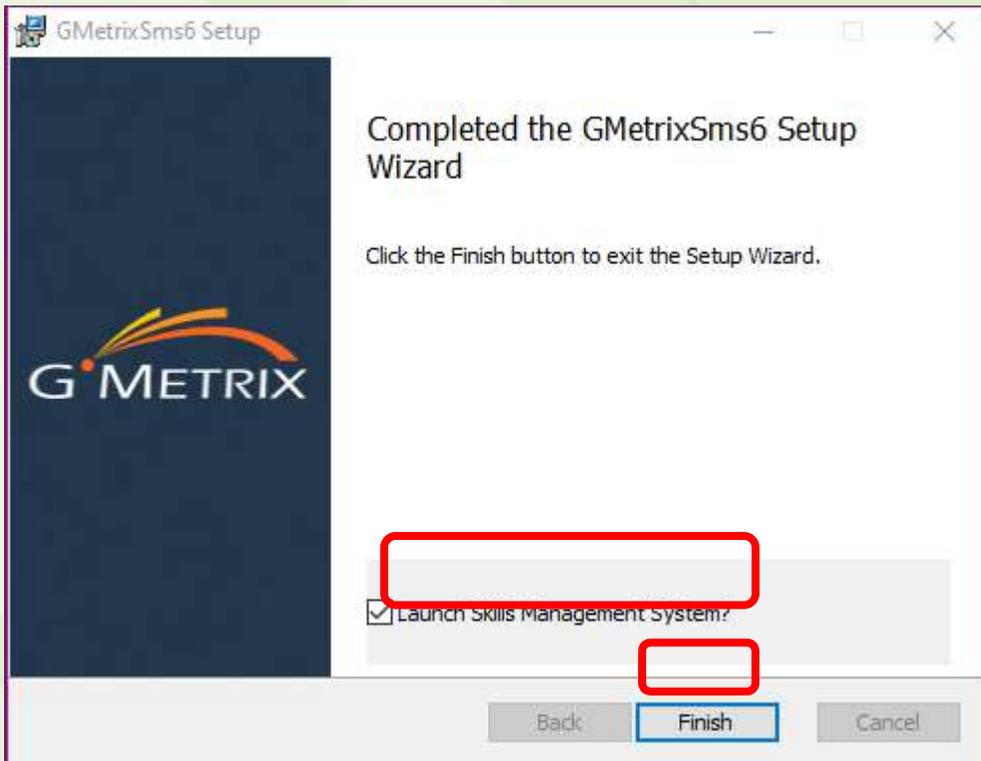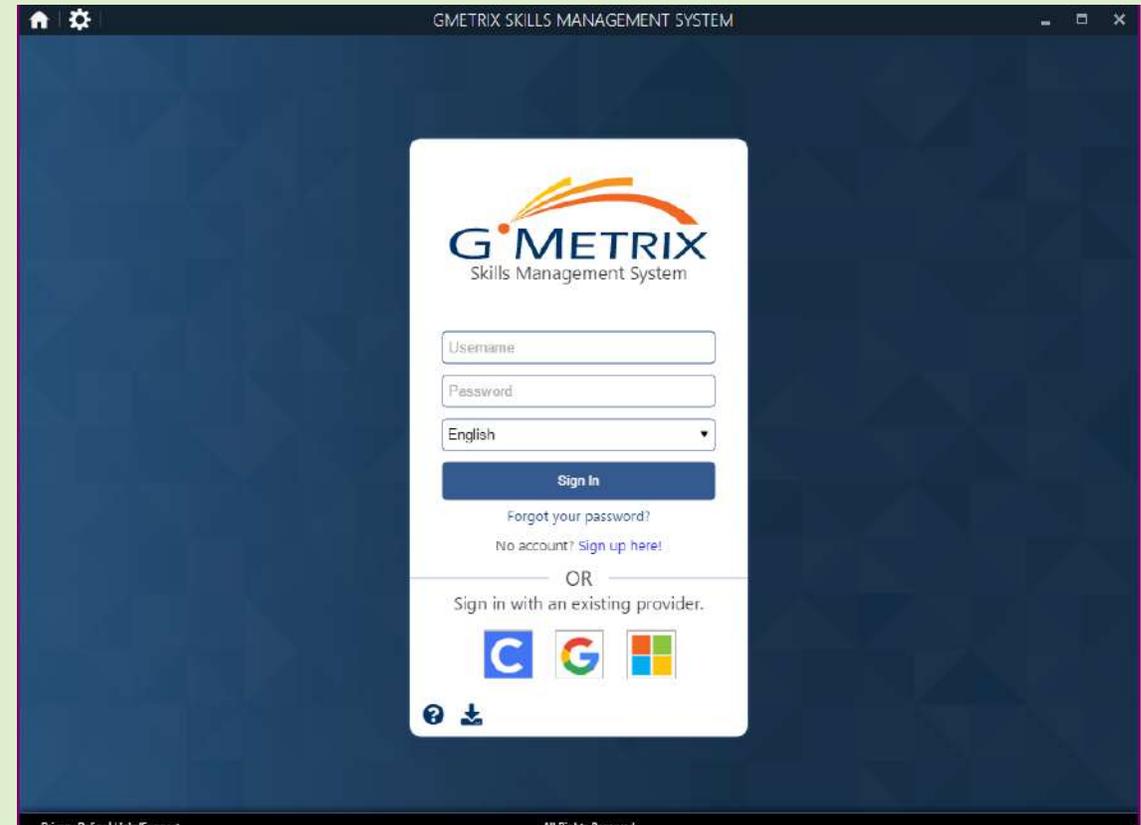
Click Typical and then click Next

Click Install

Finish Installation and Launch GMetrix

Check to launch and click Finish

Sign in the same way you do at school

Taking a test/quiz

- Sign in the way you usually do at school
- When clicking to take a new test you must now choose which version of Office you are using (2016 or 2019)