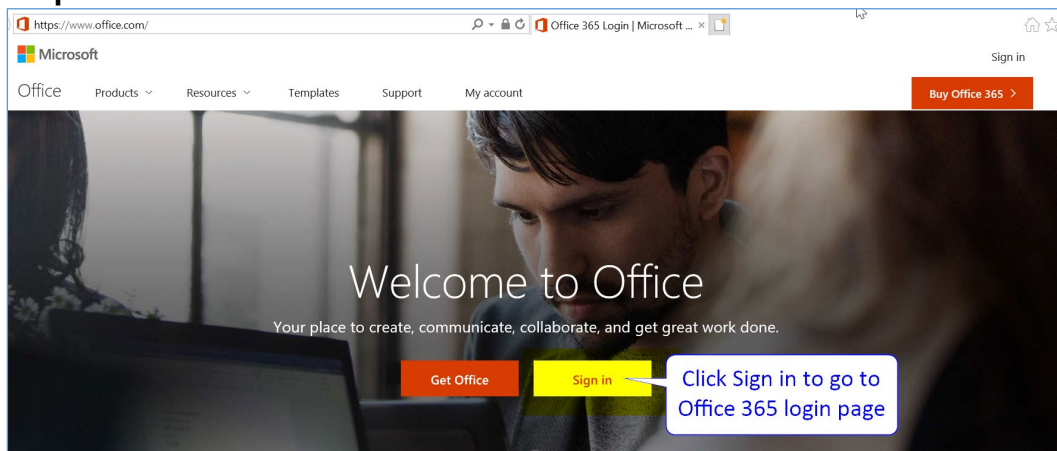


How to Download & Install Office 365 Pro Plus Apps on a Personal Device

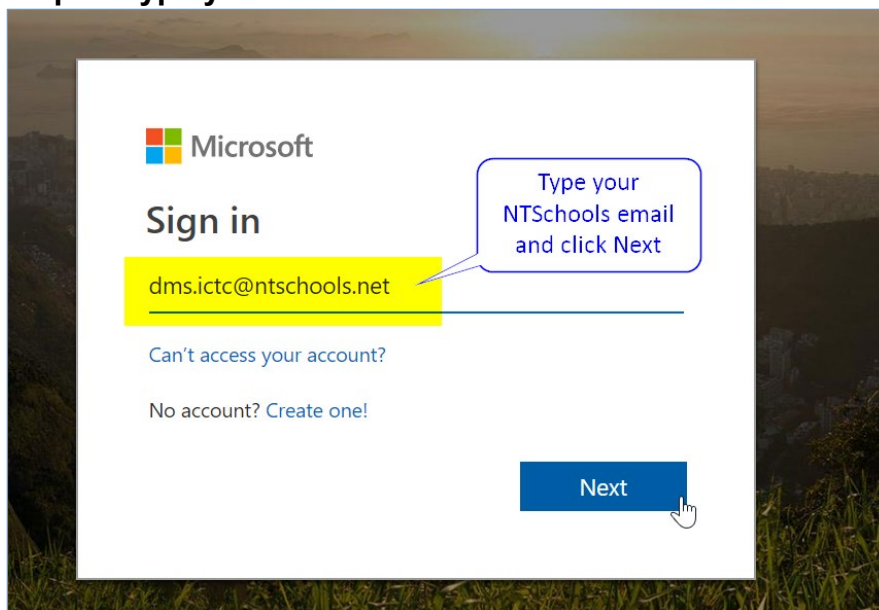
If you have Microsoft Office 2016 preinstalled on your device please see How to Sign In to Office using your NTSchools account on a personal device.

Please follow 9 below steps to install Office 365:

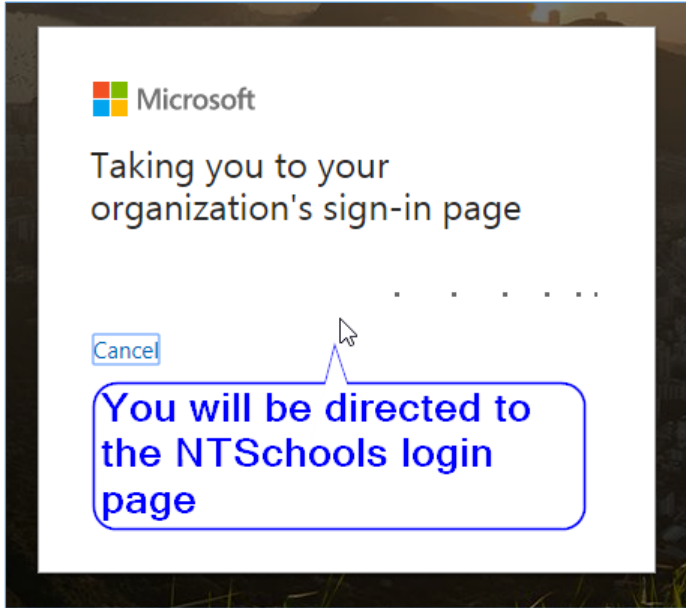
Step 1: Go to office.com



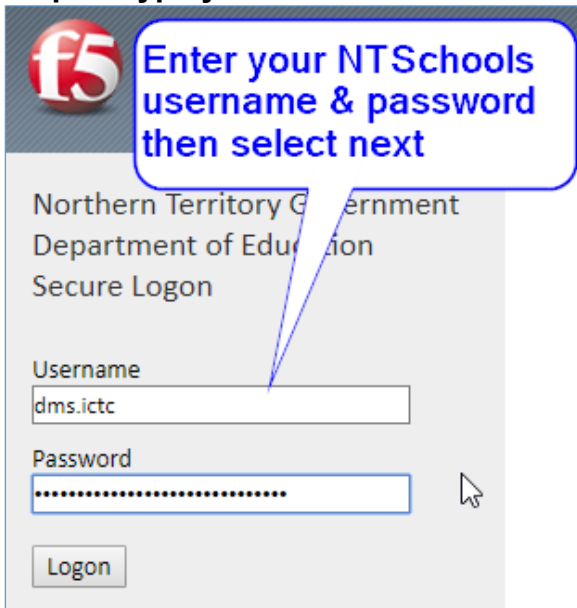
Step 2: Type your NTSchools email and click "Next"



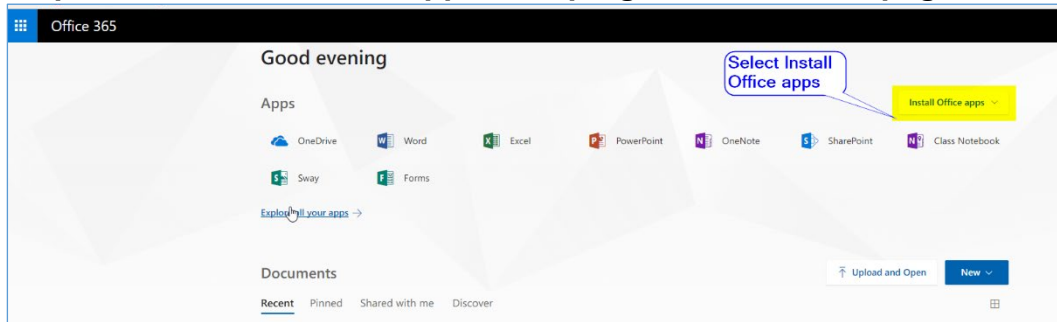
Step 3: wait for NTSchools login page



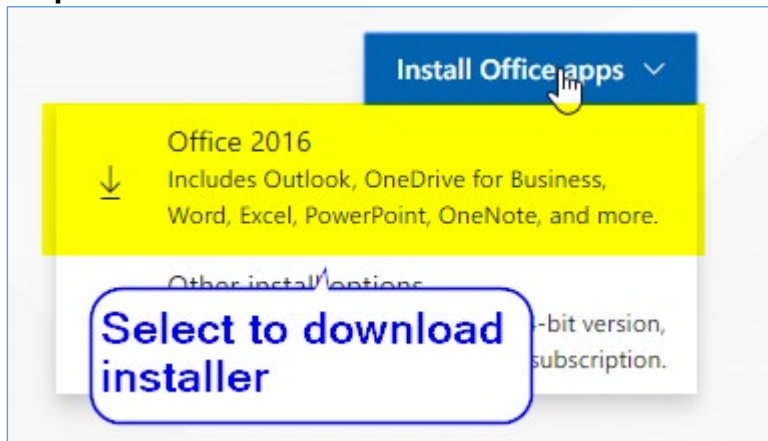
Step 4: Type your NTSchools Username and Password and click 'Logon'



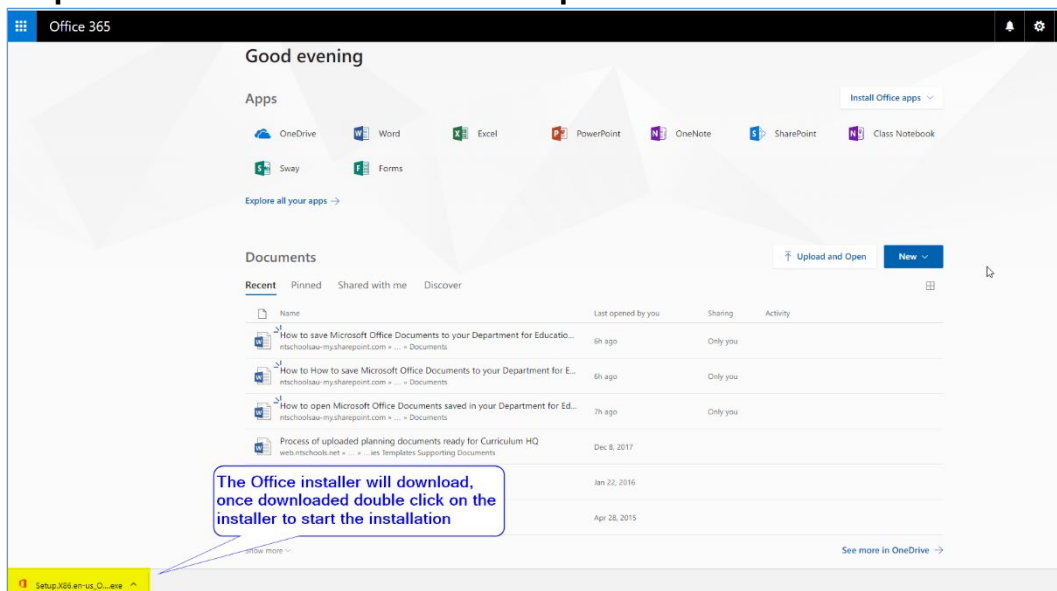
Step 5: Click Install Office apps on top right corner of the page



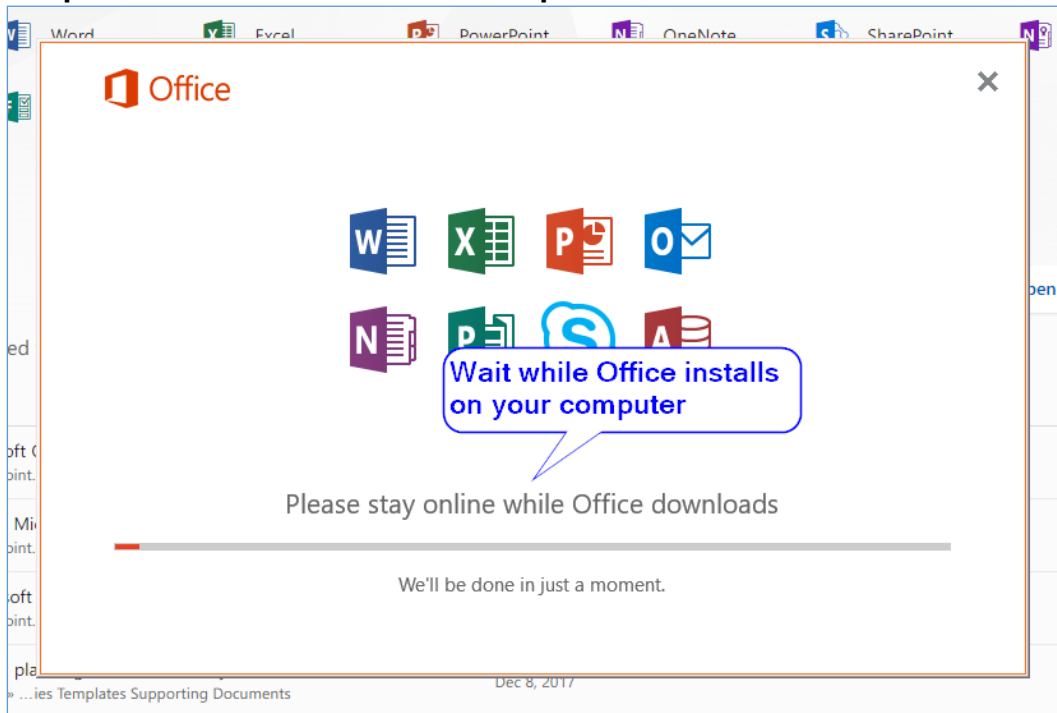
Step 6: Click Office 2016 to download the installer



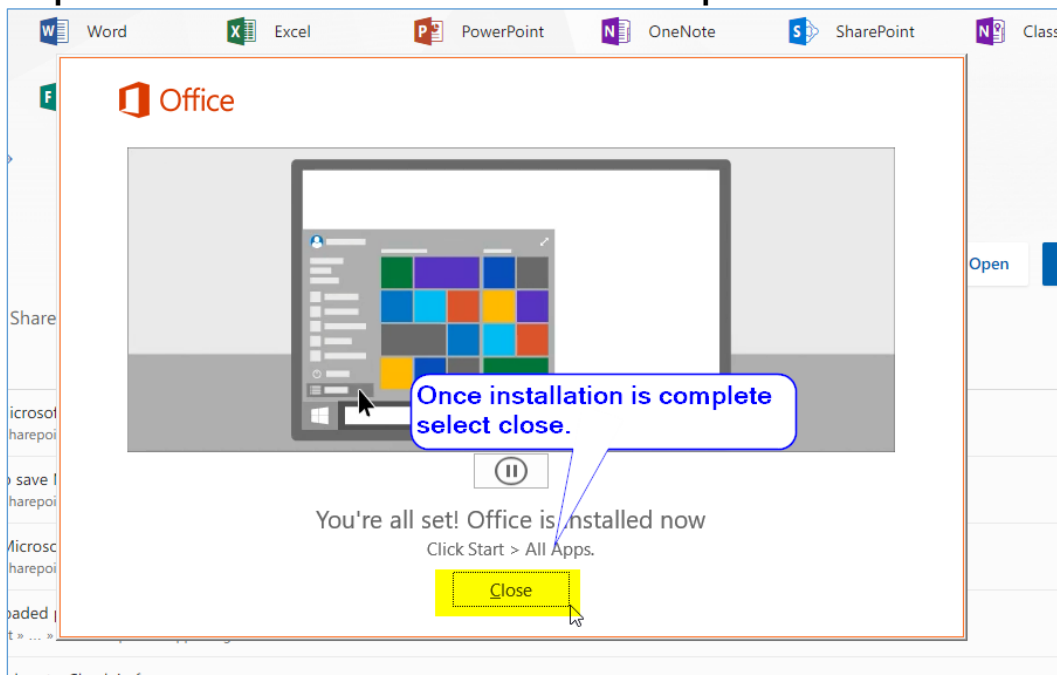
Step 7: Click the Office installer setup file



Step 8: Wait the Office installation process



Step 9: Click "Close" to finish the installation process



Note:

1. NTSchools account can be used to install Office 365 to 5 devices.
2. The installation process can take an hour, depends on the speed of the internet and computer.
3. If you install the office on the laptop, it is better to keep the laptop charging.