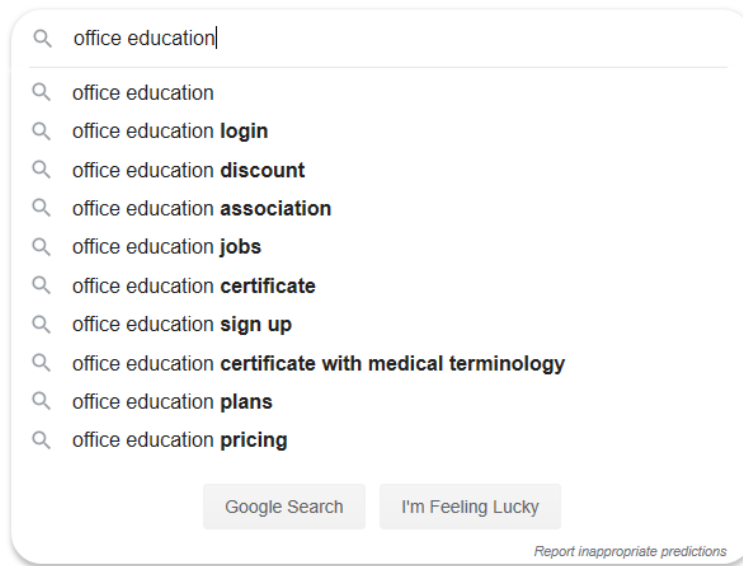


Step 1: Google “office education”



Or click the following link: <https://www.microsoft.com/en-us/education/products/office>

Step 2: Type in your abbey.bac.edu email address and click **Get Started**

Get started with Office 365 for free

Students and educators at eligible institutions can sign up for Office 365 Education for free, including Word, Excel, PowerPoint, OneNote, and now Microsoft Teams, plus additional classroom tools. All you need is a valid school email address. It's not a trial – so get started today.

Enter your school email address

bfroehlich@abbey.bac.edu

GET STARTED

Step 3: Choose **I'm a student** and then continue to create your account

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](#) ↗

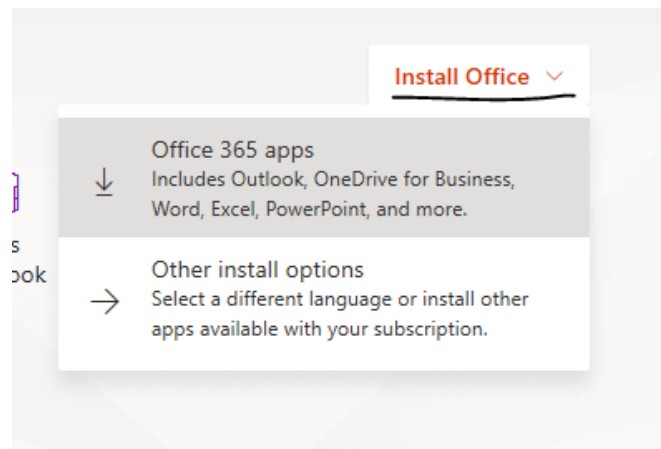
*If you have created an account previously, you will see the following message:

You have an account with us

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

[Sign in](#) ↗

Step 4: Once you are logged into the Office portal, simply click **Install Office** and select **Office 365 apps**



Step 5: After installing Office 365, use the account password you created in Step 3 and you will now have the full version of Office on your machine!