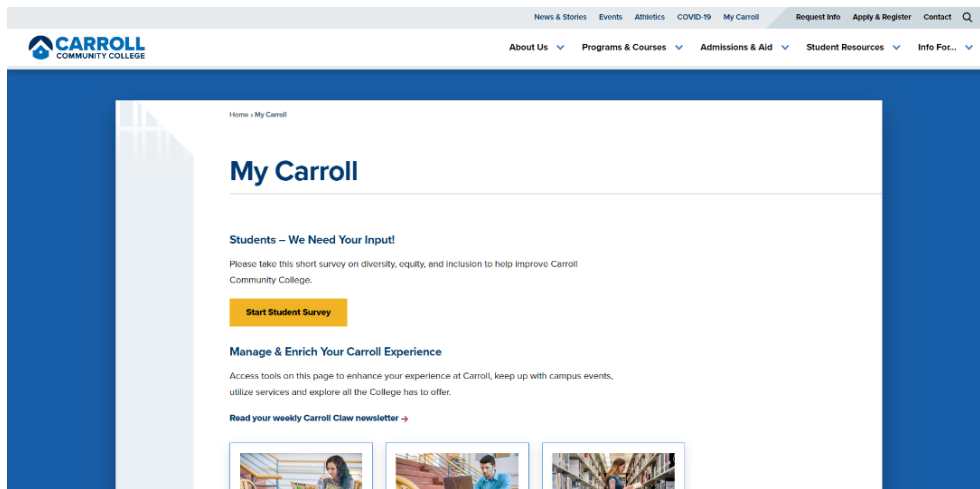


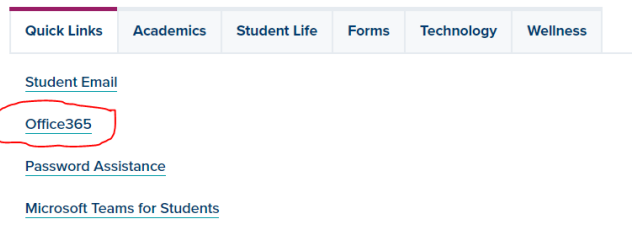
Installing Desktop Apps for Microsoft Office 365

1) Go to <https://www.carrollcc.edu/mycarroll/>

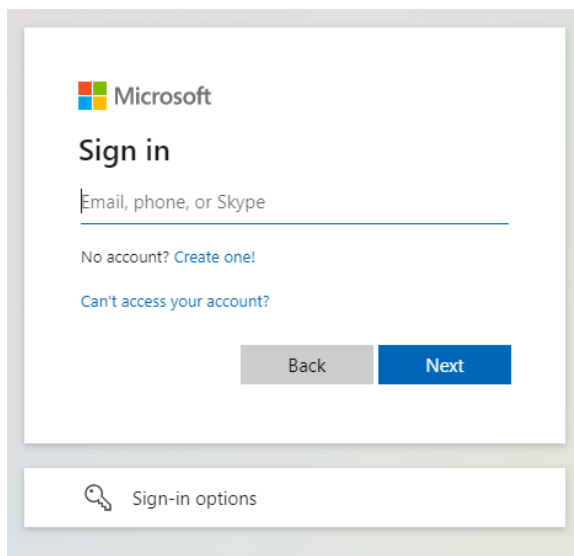


2) Scroll down to **Current Student Resources** and click **Office365** Under the **Quick Links** tab.

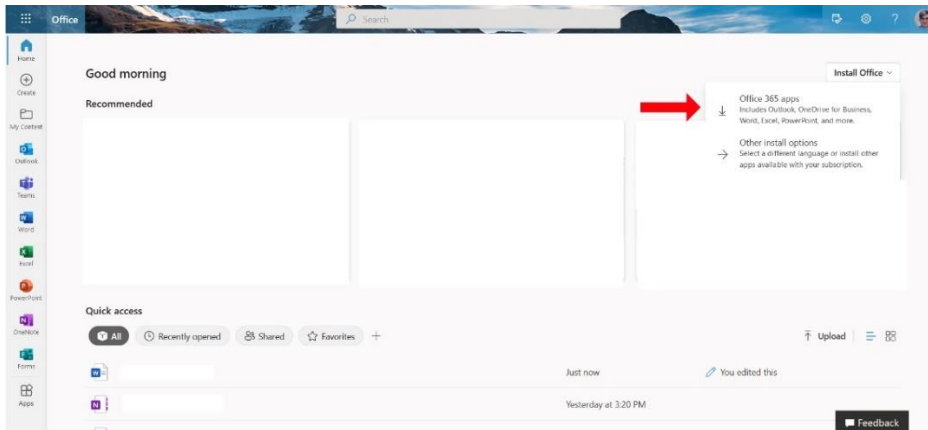
Current Student Resources



3) Sign in with your Carroll email address.

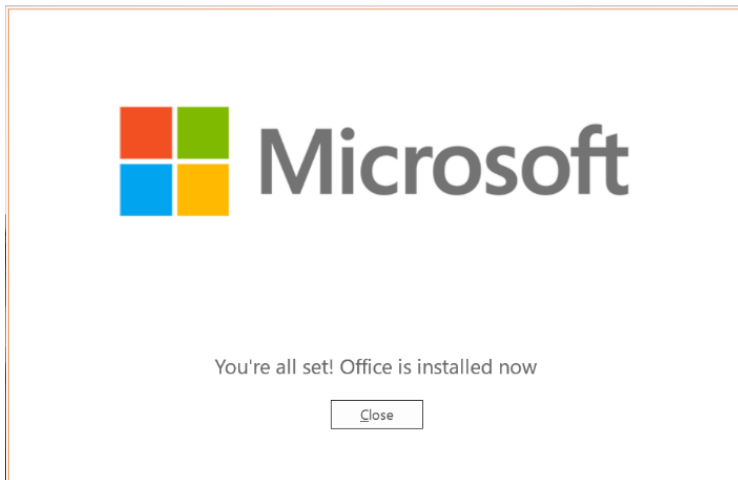


- 4) In the top left of the Office portal, select **Install Office** and then **Office 365 apps**.

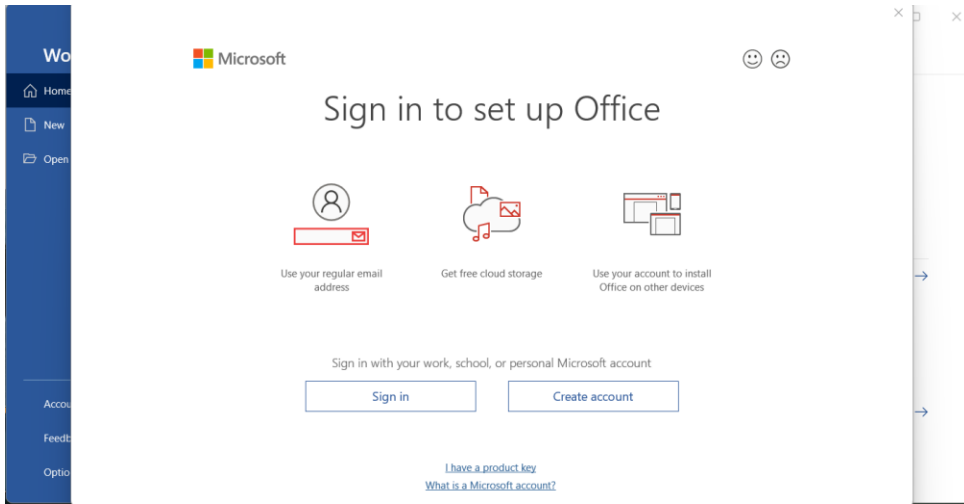


- 5) Once the download is finished, double click the OfficeSetup.exe file and click **Yes** when prompted.

- 6) Wait for Office to install on your computer. Then click **Close**.



7) Open Microsoft Word and sign in with your Carroll email.



8) Click **OK** once you've signed in.