<u>Guidance for installing Microsoft Office if your school has</u> <u>signed up for Office 365.</u>

Login into my school on the personal device you wish to install Microsoft office on.

On the launch panel click on Office 365

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If you are asked to sign in again on the screen below ensure you use your username with @c2ken.net

2)	Enter Username & Password again :							Sign In				
	<i>Enter</i> : User name: <c2k <u="">username.@c2ken.net (i.e. <u>jbloggs123@c2ken.net</u>)</c2k>						<u>net</u>	adfs.c2kschools.net Type your user name and password. User name: Example: Domain/user				
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Chose other installation

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For iOS and Android:

- a. Download from your app store
- b. Sign in with your school credentials as above for full editing capability