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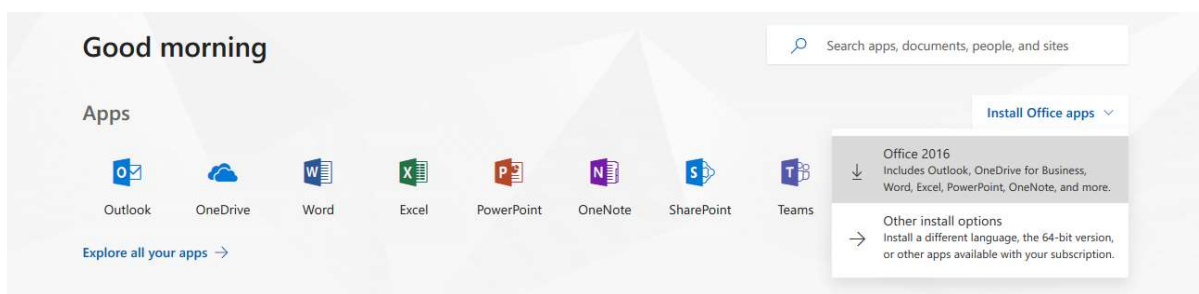
## How to install Office through Office365

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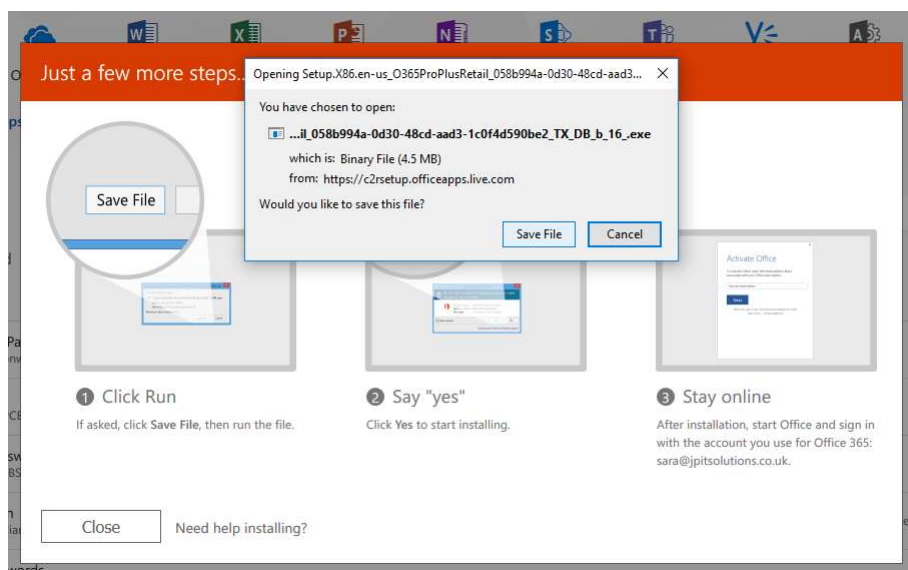
Firstly, open a browser and go to [www.portal.office365.com](http://www.portal.office365.com).

Then enter your email credentials.

You will be presented with the screen as below, where you can install your MS Office. Click install Office Apps then office 2016



Choose to save the file. Once downloaded, click run and allow office to install.



It may take around 30-35 minutes depending on your broadband speed.