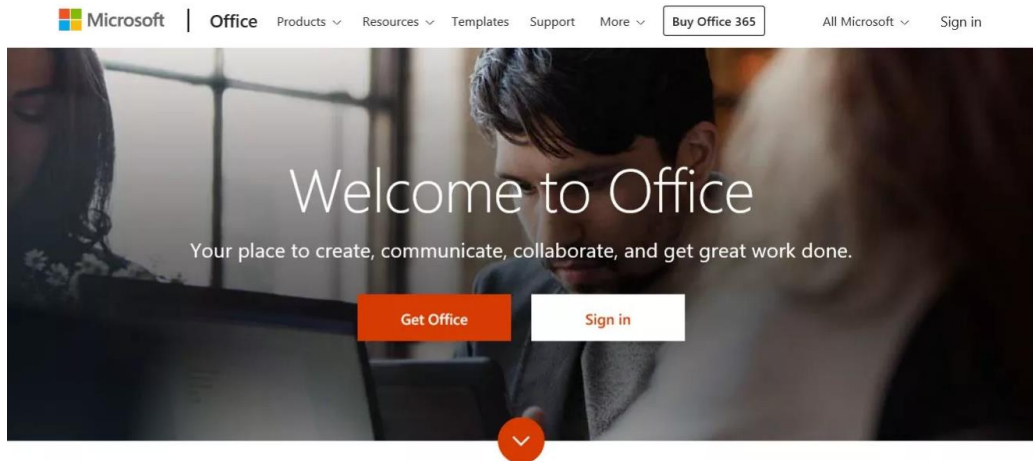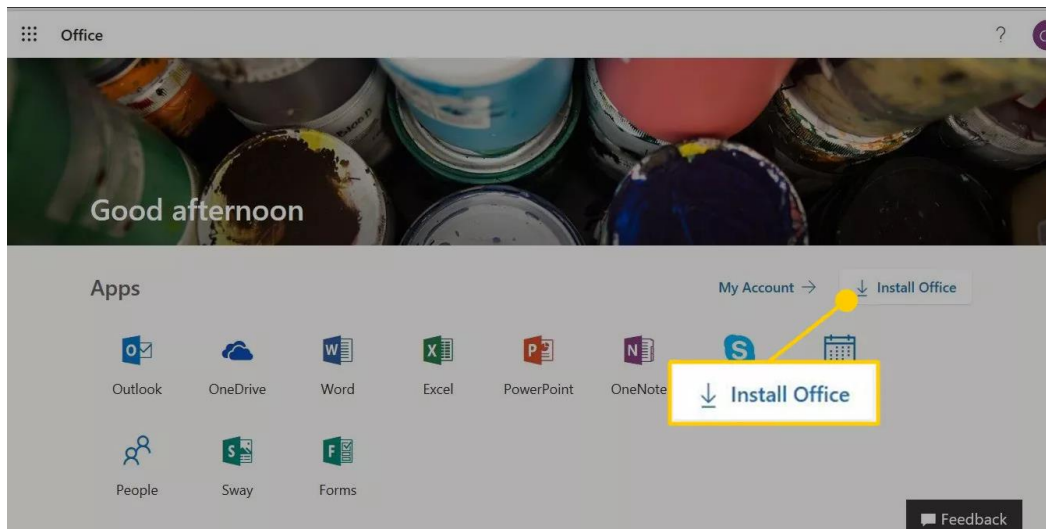# How to Install Office 365 on Your PC

1. Open a web browser and go to **Office.com**

2. Click on "Sign In" and use your Cairo university email and password

3. Click on "Install Office"

4. Depending on the web browser you use, you may be prompted to **Run** or **Save** the downloaded file. Select **Run**.
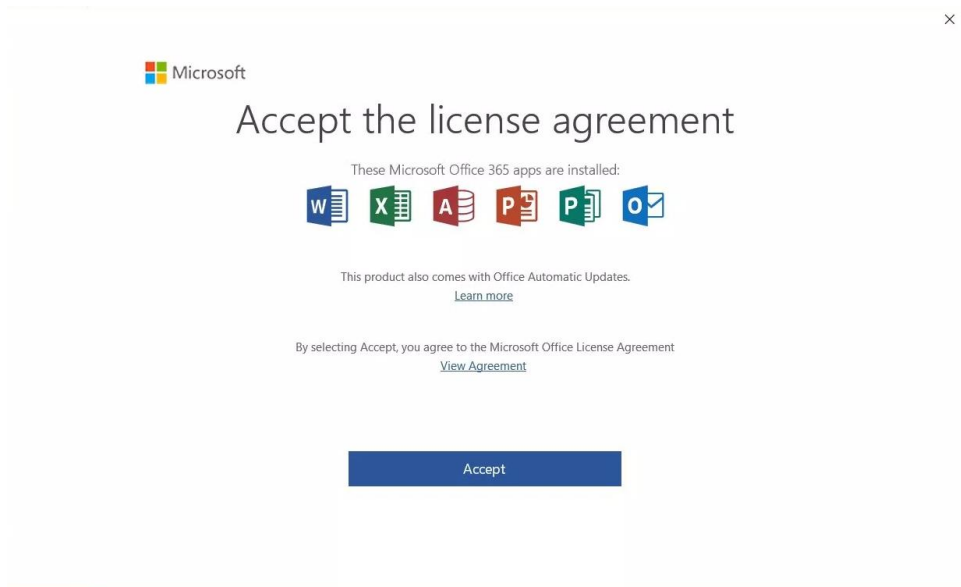
Activate Office 365 for Home

To activate Office:

1. Open one of the Office apps. For example, open Word.

2. Enter your Cairo University email address and password.
3. In the **Select the license agreement** screen, select **Accept**.

4. The Office app opens, and you're ready to create Office documents and spreadsheets.