Office 365 suite can be downloaded in two ways:

1. From your OWA interface, (1) click the waffle icon, (2) then click "Office 365 ->". This action takes them to their portal. From there, they can install any Microsoft App and the (3) Office Suite.

| | Outlook C Search |
|---|---------------------------------------|
| 1 | New message |
| | ✓ Favorites ⊘ Inbox ★ |
| | |
| | Office 365 → |
| 2 | Apps |
| | Outlook OneDrive |
| | III Office 365 🔎 … Alan Angulo (Off 🏟 |
| 3 | ● Good morning, Alan Install Office ✓ |
| | Recommended |

2. Or go directly to <u>https://portal.microsoftonline.com</u> and do step 3 in the image.