

# Microsoft Office 365 for Students

*Inspire, engage, collaborate, and work wonders in and out of the classroom.*



## What is Office 365?

Office 365 is a collection of services that allows you to collaborate, edit, share, and store your schoolwork. It's available for FREE to students who are currently attending a Cobb school.



## What is included?

All students can get the online versions of Word, PowerPoint, Excel, OneNote, and OneDrive (cloud storage). Students receive 1 terabyte of FREE storage!

Students are allowed to install the FULL Office Suite on up to 5 PCs or Macs for FREE. You'll see the Install Office button on your Office 365 home page after you complete sign-up and log in. *Note: Enrollment can take up to 24 hours.*

## How do I get Office 365 for my child?

You may choose either of the following options:

- 1) **ParentVUE:** The "enrolling adult" may give consent for Office 365 student access by using the Office 365 Parental Consent tab within ParentVUE.
- 2) **Email:** Parental Consent information is sent monthly to the email address listed for the "enrolling adult." If you have not received the email, please contact your local school.

## What if I want to change my child's access (select a different option)?

Parents can change their selection at any time by clicking on the Office 365 Consent tab in ParentVUE or choosing the preferred option in the original consent email.

### Easy, Real Time Collaboration



### Optimized Note-Taking Tools



### Office 365 Information Video

<http://tinyurl.com/qaprgwy>



### Office 365 ParentVUE Video



<http://tinyurl.com/js27utg>