

MICROSOFT OFFICE 365

Login Info

- Go to login.microsoftonline.com
- Student logins follow the format **First.Last@students.cobbk12.org**
 - some students have a number added to the login, you may check your Synergy StudentVUE account for your exact login, or request assistance in the media center
- Use the same password as used to login to school computers

What You Get

- Access to Microsoft Office online applications, including *Word*, *PowerPoint*, and *Excel*; with collaborative features
- Microsoft Office applications may be downloaded and installed on up to five PCs or Macs and five mobile devices
- OneDrive with 1 Tb of cloud storage!

Downloading Full Featured Desktop Versions of Microsoft Office Applications

- Sign in at login.microsoftonline.com
- Click the **Install Office 365** button on the upper right
- For information about your installs and account settings click your name, or My account, at the top right of the screen

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