

# Valencia College

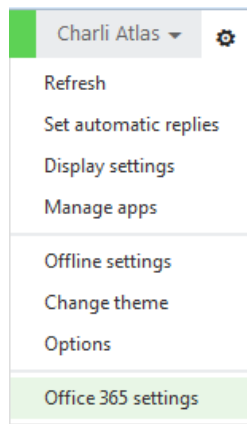
## Microsoft Student Advantage Download Instructions

1. Log into your Atlas account at atlas.valenciacollege.edu

2. Click on the e-mail icon located in the upper right corner of your screen:



3. Click on the Settings icon located in the upper right corner of your screen:



4. Select Office 365 settings:

### Software

5. Click on [Install and manage software.](#)

6. Select the application/software you want to install (i.e. Word, Excel, etc.)

Install the latest version of Office

This will install the latest version of the following apps on your computer: Word, Excel, PowerPoint, OneNote, Access, Publisher, Outlook, Lync, InfoPath.



Word



Excel



PowerPoint



OneNote



Access



Publisher



Outlook



Lync



InfoPath

**NOTE: MAC Users will not have all of the above options available for download.**

7. Select your language and click Install.

Language:

English (United States) ▼

Version:

32-bit (Recommended) [Advanced](#)

**Note:** Installing additional languages on a computer that already has this version of Office doesn't count against your install limit (5).

[Review system requirements](#)

[Learn how to troubleshoot your Office installation](#)

Install

8. To download another application repeat Steps 6 and 7.

9. The first time you open an application you may be prompted to enter your Office 365 credentials:

- Your username is your Valencia College Atlas e-mail address (for example: youratlasusername@mail.valenciacollege.edu)
- Your password is your Atlas password



Sign in with your organizational account

catlas@mail.valenciacollege.edu

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Keep me signed in

Sign in

[Can't access your account?](#)