



# BROWNSBURG COMMUNITY SCHOOL CORPORATION

## TECHNOLOGY SERVICES

### Download Office on up to 5 Computers

The BCSC subscription to Office365 includes licenses for staff to install Microsoft Office at home on your personal computers. Follow the steps below to complete the process.

1. Go to <https://outlook.office.com/> and log in.
2. Click on the **nine dots** and then **Office 365** →.
3. On the next screen, click **Install Office** and select **Office 365 apps**. Follow the prompts to allow office to install on your machine.

