How to install Microsoft Office - Android

Create your best work with Office 365. Because you are a student, you get the current versions of Word, Excel, PowerPoint, Outlook and more at no cost. You can work from anywhere on all your devices and always have the latest up-to-date apps. Plus, 1 TB of OneDrive storage.

For Students:

It’s the Office you know and trust

Office 365 includes Word, Excel, PowerPoint, Outlook, and OneNote for both Windows and Android devices (Publisher and Access for PC only).

Office 365 can be fully installed on your Windows or Android device, with no internet access needed to create or edit documents.

Users have access to 1 TB of OneDrive cloud storage per user (access documents from anywhere)

**Students also have access to the online application version in addition to the locally installed version.

1. Enter the address [www.office.com](http://www.office.com) into the address bar of your browser.

2. Click Sign in

3. On Microsoft website, Sign in using your g.cofc.edu information

4. Enter g.cofc.edu email address then click Next
5. Enter password associated with your g.cofc.edu account (usually myCharleston password)
6. Click Sign in

7. Click **Install Office** to download **Office Suite** (you will be prompted to the Microsoft Office for Android page).

8. On the **Microsoft Office for Android** page, click **Get Office apps** to access the applications.
9. Under the application, select Get the app link (you will have to do this for each Microsoft Office application that you want to install).

Note:
You will be directed to the Google Play store.

10. In the Google Play store, under the application, click Install.