



CANADIAN COLLEGE OF KUWAIT
الكلية الكندية في الكويت - الجونكوين

Microsoft Office 365

Installation Manual



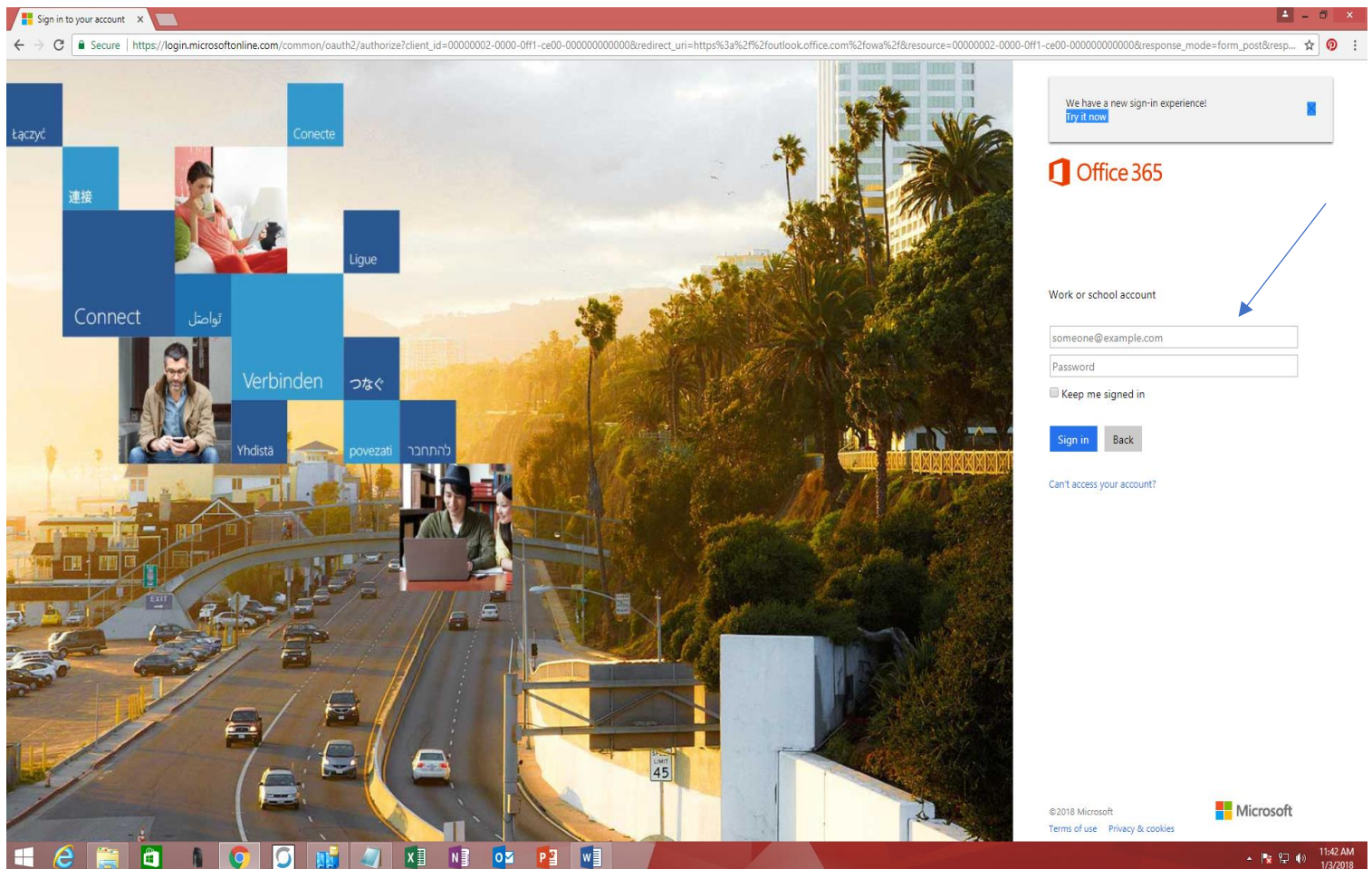
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For new user who can be CCK Staff or Student, should follow the given steps to install Office 365 in their computer or laptops.

IT department will provide a logon name and password. After that kindly go to the following URL:

<https://mail.ac-kuwait.edu.kw> or <https://login.microsoftonline.com>

(Screen Shot 1.0)



Write your full logon name and password and see (Screen Shot 1.0).

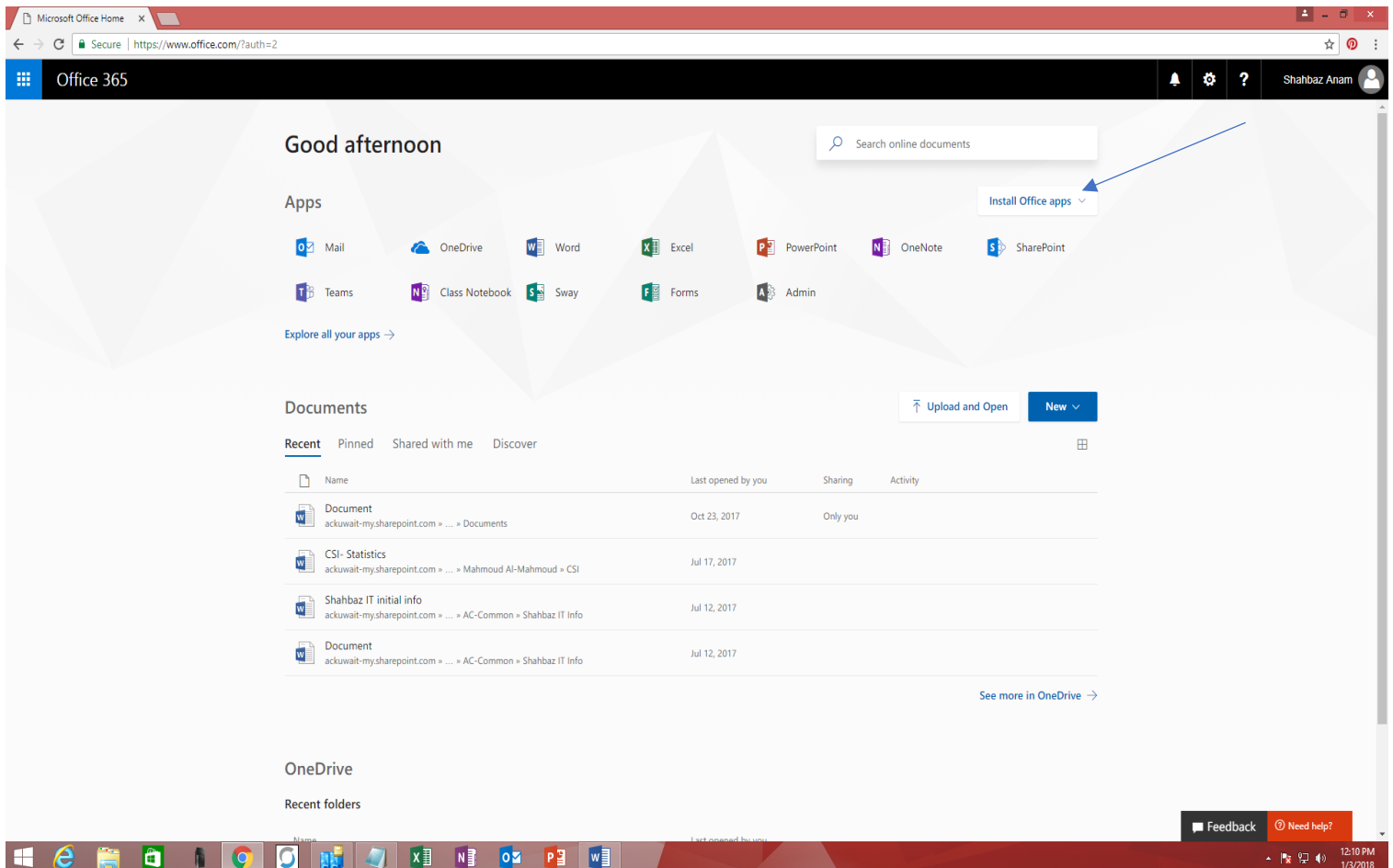


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For example abcd@ac-kuwait.edu.kw (staff)

For example 2017-00751@ac-kuwait.edu.kw (student)

After logging on you will see the following screen shot 1.1



See the Blue Arrow pointing towards “Install Office apps” It will show the drop-down menu with two options.



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Screen shot 1.2

Microsoft Office Home x

Secure | https://www.office.com/?auth=2

Office 365

Shahbaz Anam

Good afternoon

Search online documents

Install Office apps

Office 2016
Includes Outlook, OneDrive for Business, Word, Excel, PowerPoint, OneNote, and more.

Other install options
Install a different language, the 64-bit version, or other apps available with your subscription.

Apps

Mail OneDrive Word Excel PowerPoint

Teams Class Notebook Sway Forms Admin

Explore all your apps →

Documents

Upload and Open New

Recent Pinned Shared with me Discover

Name	Last opened by you	Sharing	Activity
Document ackuwait-my.sharepoint.com » ... » Documents	Oct 23, 2017	Only you	
CSI- Statistics ackuwait-my.sharepoint.com » ... » Mahmoud Al-Mahmoud » CSI	Jul 17, 2017		
Shahbaz IT initial info ackuwait-my.sharepoint.com » ... » AC-Common » Shahbaz IT Info	Jul 12, 2017		
Document ackuwait-my.sharepoint.com » ... » AC-Common » Shahbaz IT Info	Jul 12, 2017		

See more in OneDrive →

OneDrive

Recent folders

Feedback Need help?

12:11 PM
1/3/2018

By Clicking the first option “Office 2019”, it will download “Setup.X86.en-us” file onto your download folder. Which later you must run from bottom right of google browser.



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Screenshot 1.3

Microsoft Office Home x Software x

Secure | <https://portal.office.com/OLS/MySoftware.aspx?source=ohp-ib>

Office 365

Shahbaz Anam

Software

Office

Tools & add-ins

Skype for Business

Phone & tablet

Office

Manage installs

Want to deactivate Office on one computer and install it on another? Go to [My account > Install status](#).

Install Office 365 ProPlus with the new 2016 apps [What happened to Office 2013?](#)

This will install the following apps on your computer: Word, Excel, PowerPoint, OneNote, Access, Publisher, Outlook, Skype for Business, OneDrive for Business

Word Excel PowerPoint OneNote Access Publisher Outlook Skype for Business OneDrive for Business

Language: English (United States) Version: 32-bit Advanced

Don't see the language you want? Install one of the languages in the list above and then install a [language accessory pack](#). Additional languages and language accessory packs don't count against your install limit.

[Review system requirements](#)
[Troubleshoot installation](#)

Install

1:33 PM
1/3/2018

If you click Advanced button shown in Blue color, this will show you two Office 365 32 Bit and 64-Bit versions, select any of it depending on your PC specs, your PC can be Windows 32 bit or Windows 64 bit.



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Press Install button in the same page and this would download specific version in your download folder. You can run this and by clicking next buttons several times this would finish installation.