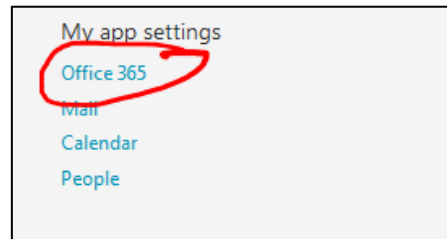


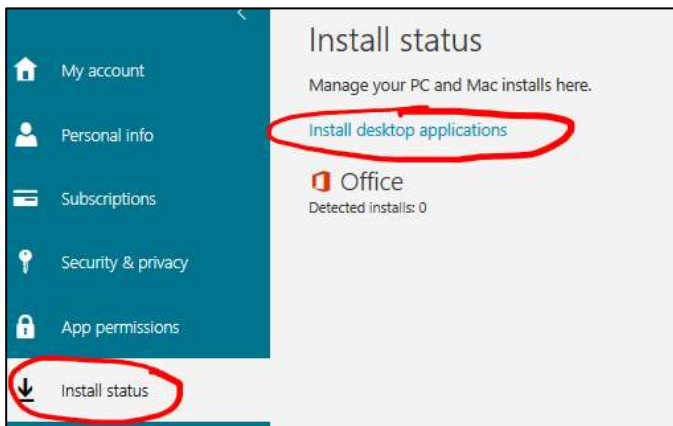
Downloading Office 2016 on your personal computer

Anyone with an Albright College LionLink account can download Office 2016 on up to 5 personal devices.

1. Login to webmail (link can be found on Albright College website)
2. Click on the cogwheel on the right side of the toolbar and under “My app settings” choose “Office 365” (may be towards the bottom of the menu).



3. Click “Install Status” and “Install desktop applications”



4. Follow the directions on the screen for the devices and programs to be installed.