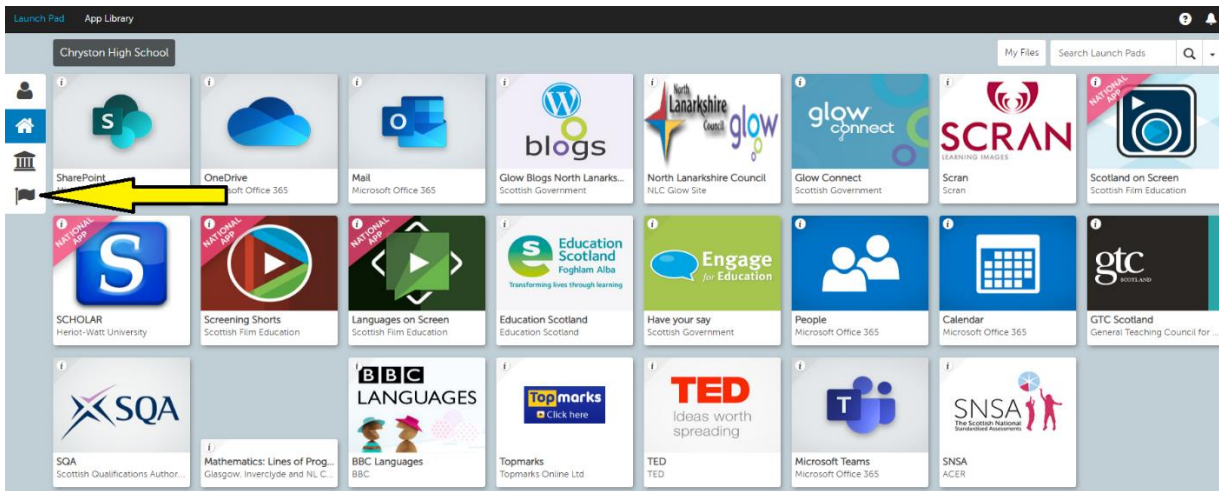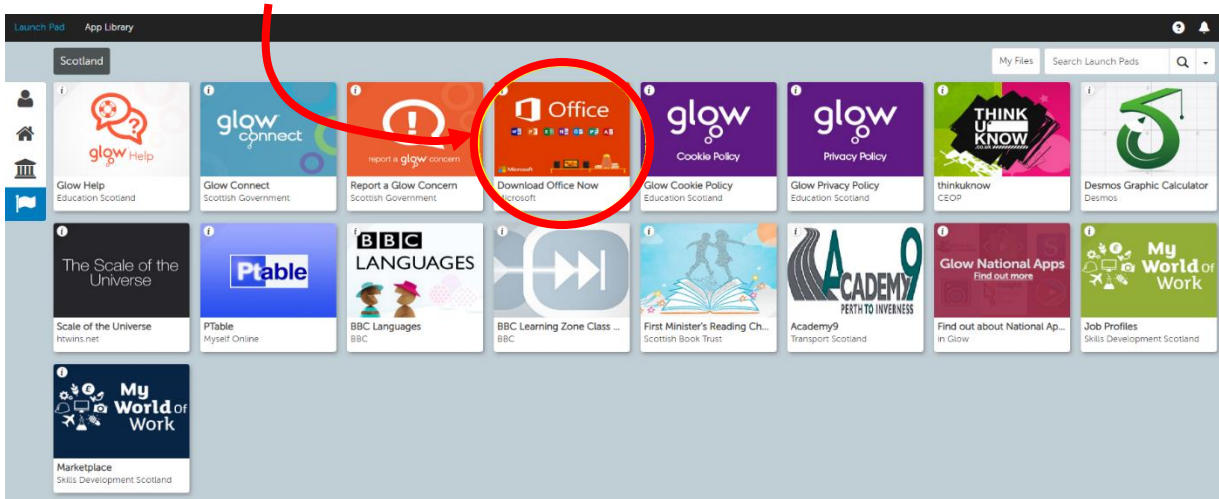# How to download the free educational version of Microsoft Office

Step 1 - Log in to Glow (see previous user guide - Pupil Guide to Access Online Resources)
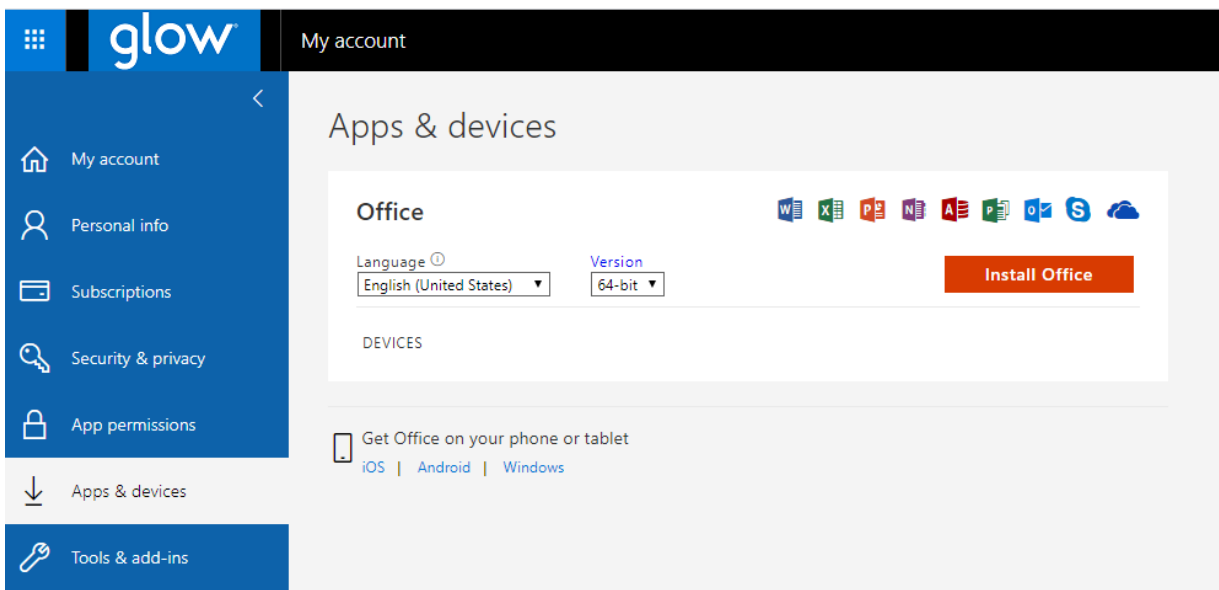
Step 2 - On the left hand side of the screen, click on the flag icon

Step 3 - Click on the 'Download Office Now' tile

Step 4 - Select language and version (your system will alert if you need to change the version)

Step 5 - Click red 'Install Office' button on right of screen

Follow the onscreen instructions to complete installation