

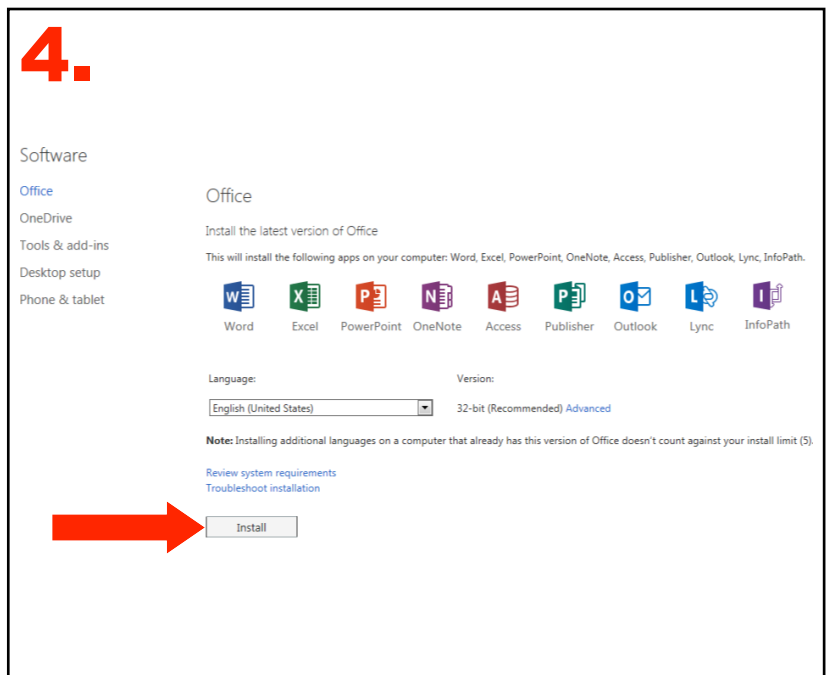
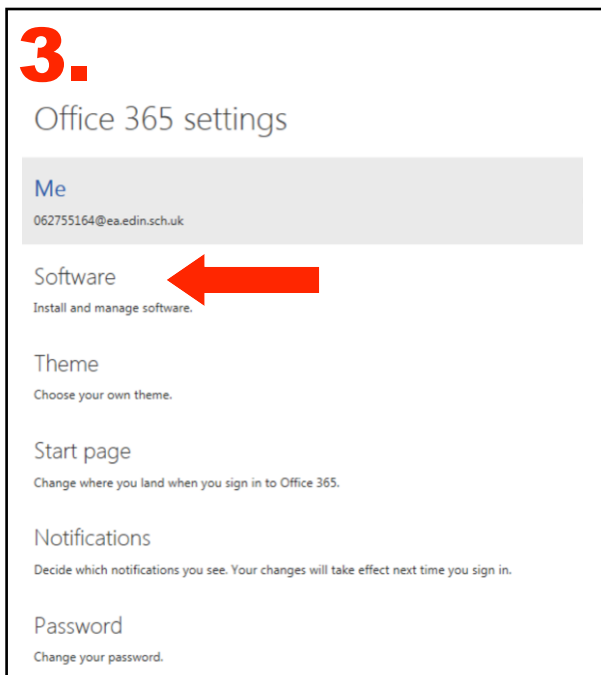
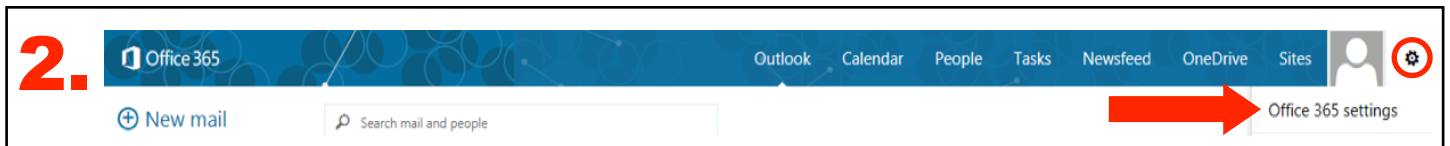
# Office 365



Microsoft Office FREE for all Edinburgh Office 365 users  
(all pupils and all learning & teaching staff)

## Microsoft Office for your PC or Mac at home

**1.** Log into Office 365 on your home computer: <http://office365.edin.org>



### How many machines/devices can I run this software on?

Each license allows you to run Office on up to five machines either Mac or PC. You can also run Office Mobile for Android, Office Mobile for iPhone or Office apps for iPad on up to 5 mobile devices.

### Is this a full version of Office?

Yes, this is a full version of Office for the PC and Apple Mac (desktops & laptops).

### How long will the free subscription of Office last for?

You will be licensed as long as you are a City of Edinburgh school pupil or a member of learning & teaching staff.

over →

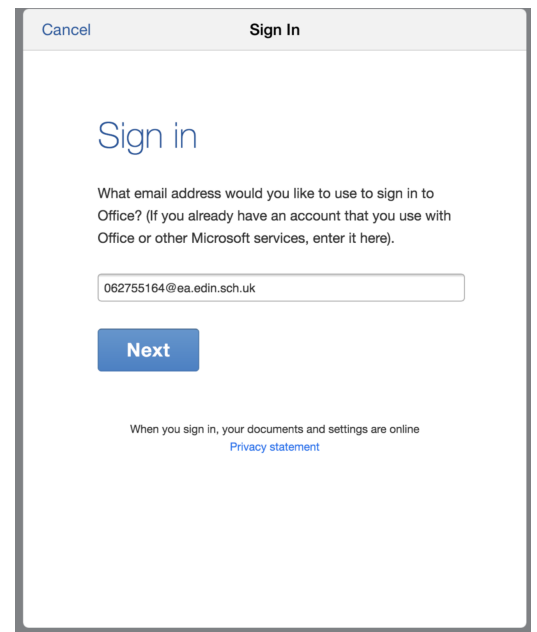
# Microsoft Office for your iPad



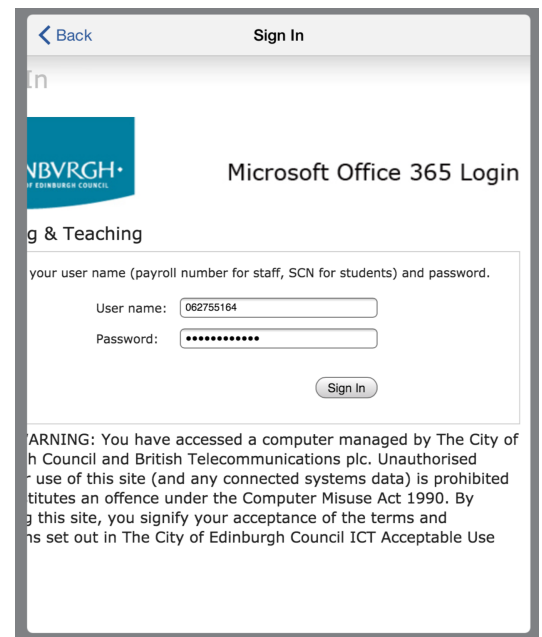
**1.** Download Office apps from the App Store



**2.** Sign in with *yournumber@ea.edin.sch.uk*  
eg. 1234567@ea.edin.sch.uk



**3.** Login in with your normal network username and password



**NB:** Although you log into Office 365 with *yournumber@ea.edin.sch.uk*, your external email address has not actually changed.

**For staff:** *firstname.surname@schoolname.edin.sch.uk*

**For pupils:** *yournumber@schools.edin.org*