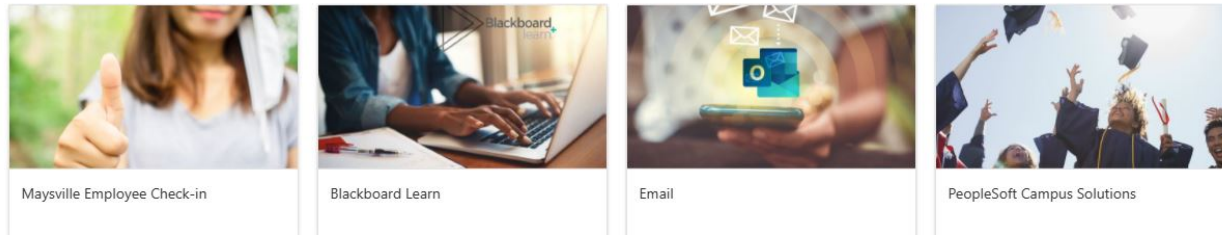


# How To Install Office 365 on Your Personal Computer

1. Installing Office 365 on your personal computer is a simple process. First, go to MyPath at: <https://kctcs.sharepoint.com/sites/mypath>



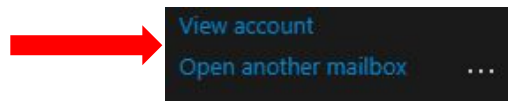
2. Next, find the email icon and click it.



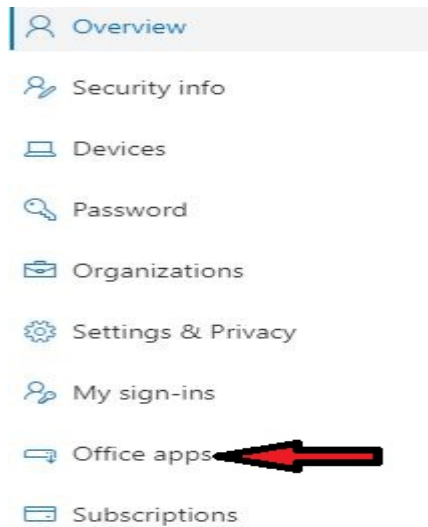
3. Once you have opened your email, click on your personal icon located at the top right of the screen.



4. Now click the link that goes to 'My Account'.



5. On the My Account page, find the icon that says, 'Office apps'. This should be located on the left side of the page.



6. This will begin the download and bring up the following window.

Just a few more steps...

**1 Click Open**  
Click the **Setup...** file at the bottom of the screen.

**2 Say "yes"**  
Click **Yes** to start installing.

**3 Stay online**  
Downloading all of Office might take a while.

[Need help installing?](#)

Just follow the instructions and Office will install. You may install Office on up to 5 separate devices.