

ITD Fact File:

Installing Microsoft Office for students Android



Information Technology Directorate – IT Service Desk

As a student of UNE, you are entitled to download and run a full version of Microsoft Office ProPlus to FIVE devices (laptop, desktop or mobile devices). The software will be active while you are a student at UNE and have an active UNE account.

NOTE: Office 365 Mobile requires Android 4.0 or higher and may not be compatible with all devices.



Open *Google Play* and search for “Office Mobile for Office 365”
Click “Install”.

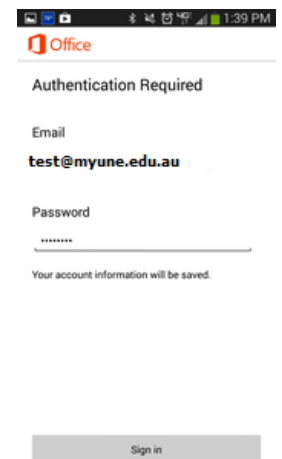
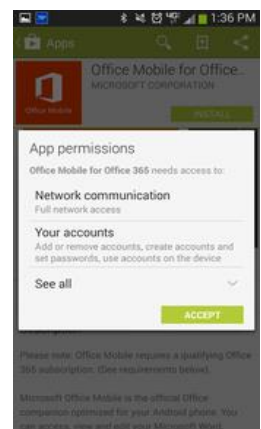
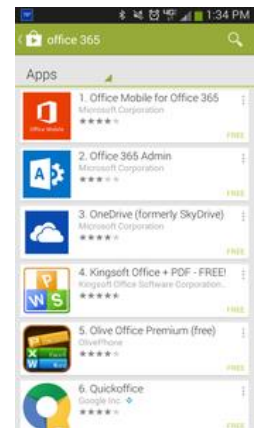
Accept the Access Request, then click “Install” and agree to the User Terms



Open the Office 365 Mobile App and click the “Next” button through the introduction.

Click “Activate Office”
Enter your full UNE email address (username@myune.edu.au) and select “Next”.
Enter your password when prompted on the next screens.

Congratulations! You now have Office 365 Mobile on your Android phone



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The IT Service Desk is not able to provide help and support with the installation of these products. Instead, please review Microsoft's help pages at <http://office.microsoft.com/en-us/support/> on the installation and setup of the software.