

## **Installing Microsoft Office for Home use**

FGCU Faculty, Staff and Students are now able to download Office and manage licenses directly from your webmail. To obtain your copy of Office at home. You can download Microsoft Office suite by logging into your FGCU webmail <http://webmail.fgcu.edu/>. Once you have logged in click on the Office 365 button at the top left hand corner. It should bring you to a page that allows you do download and install office. Please contact the ITS Help desk 590-1188 if you have any questions or need further assistance.