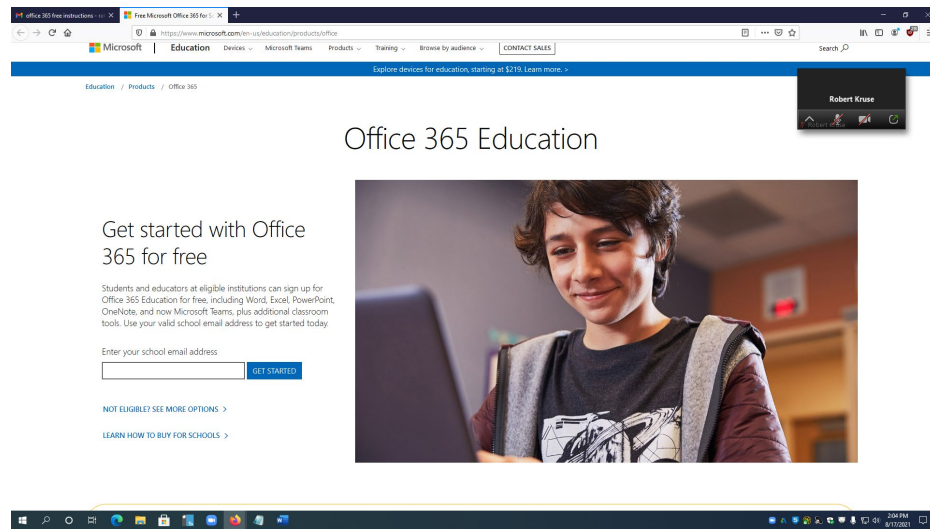
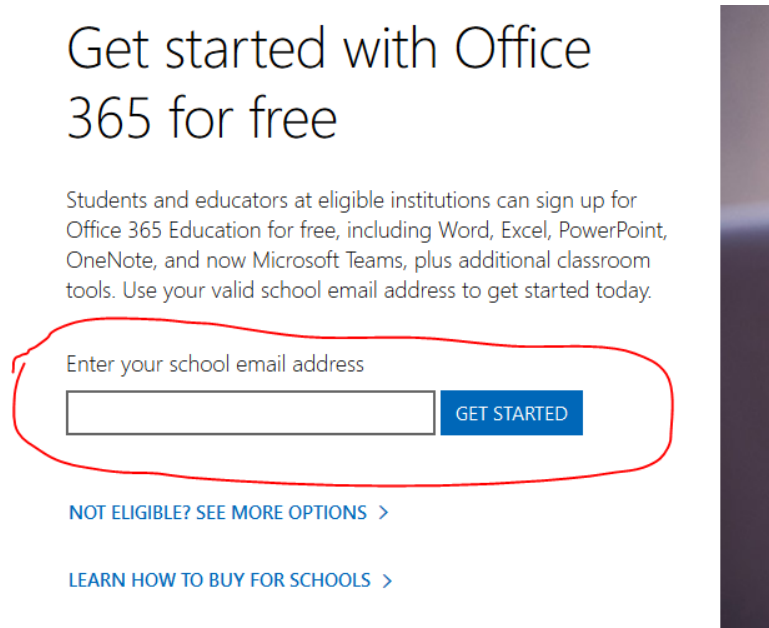


# Microsoft Office for Students instructions with Access

1. Go to: <https://www.microsoft.com/en-us/education/products/office>



2. Enter student email ([yourWebAdvisorUsername@gcccd.edu](mailto:yourWebAdvisorUsername@gcccd.edu)) and Password: MMDDYY

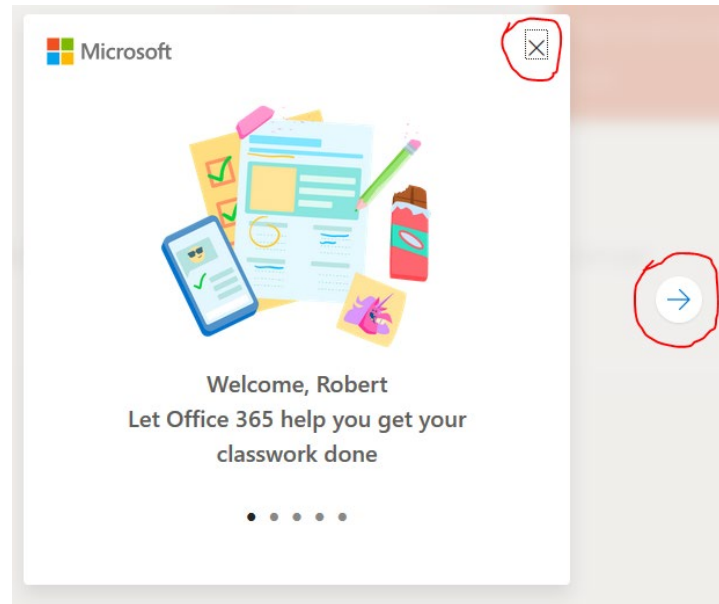


3. Select "I'm a student" option.
4. Click "Sign In".

Password: MMDDYY

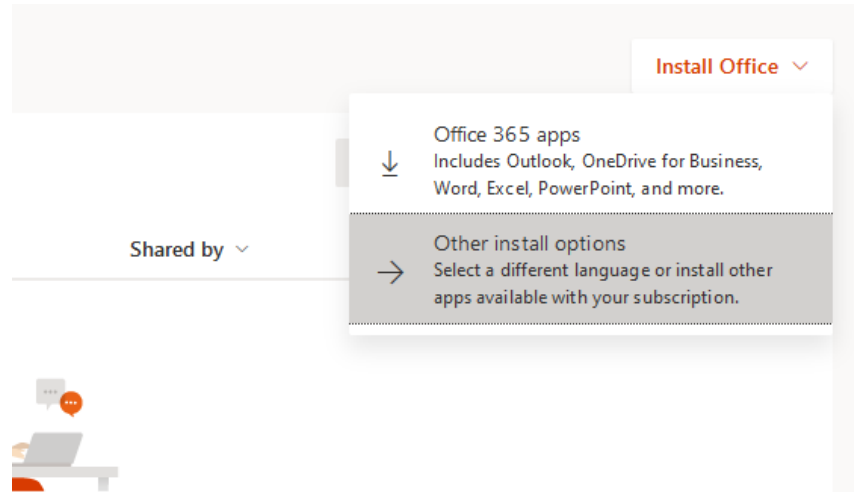
5. Click "Start".

6. If the first-run experience pops up, you may either run through the slides or click the "X" to close it.



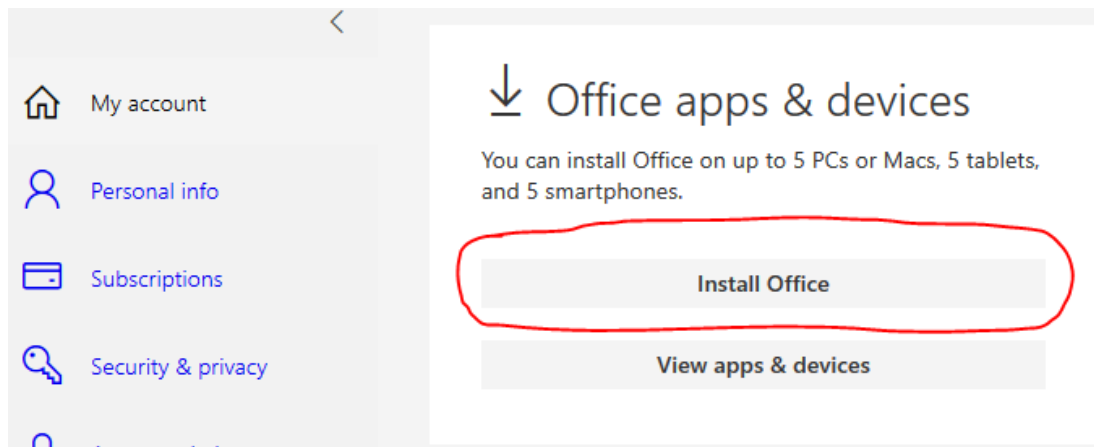
7. Make sure to select install office then select **other install options**.

- This part is very important for downloading the correct version, **Office 2019/365** with **Access**.



8. It will take you to a page where you can find **Office 2019/365** installed version with **Access**.

9. Click on **Install Office** and it will download the complete version with access.



10. Follow the install instructions and you are done!

For any installation help, please visit our online or on-campus tutoring labs:

<https://www.grossmont.edu/academics/programs/csis/lab-hours.php>