



Frederick University

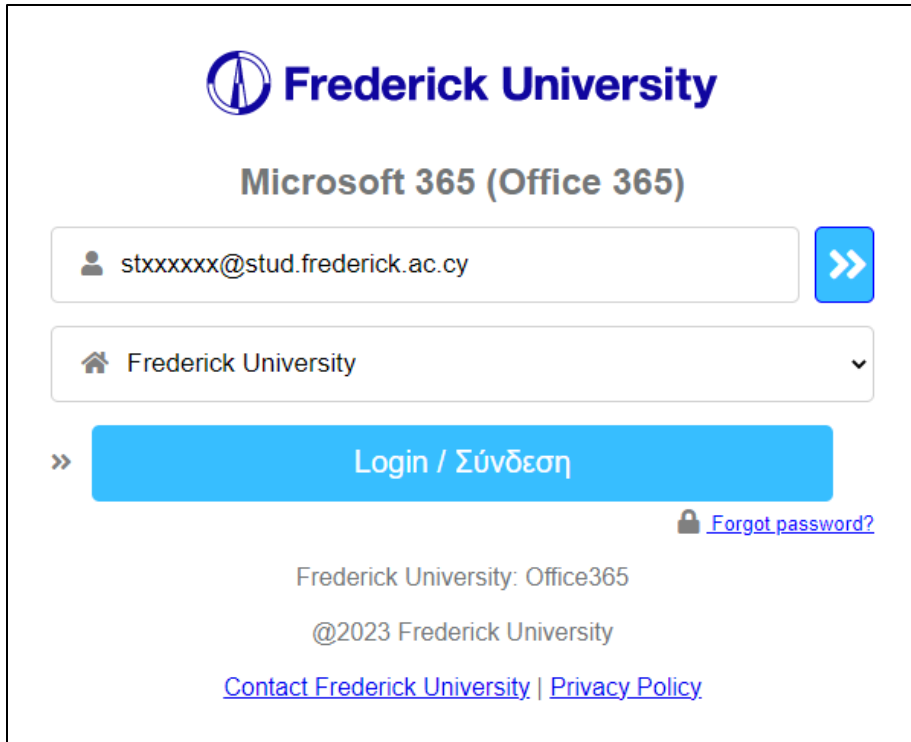



Microsoft 365 Installation Guide for students

Computing Services Department



2023



Step 1: Visit office.frederick.ac.cy, enter your Frederick University email address and click **"Next"**.

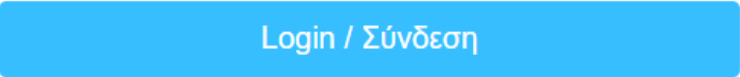



 **Frederick University**

Microsoft 365 (Office 365)

 stxxxxx@stud.frederick.ac.cy 

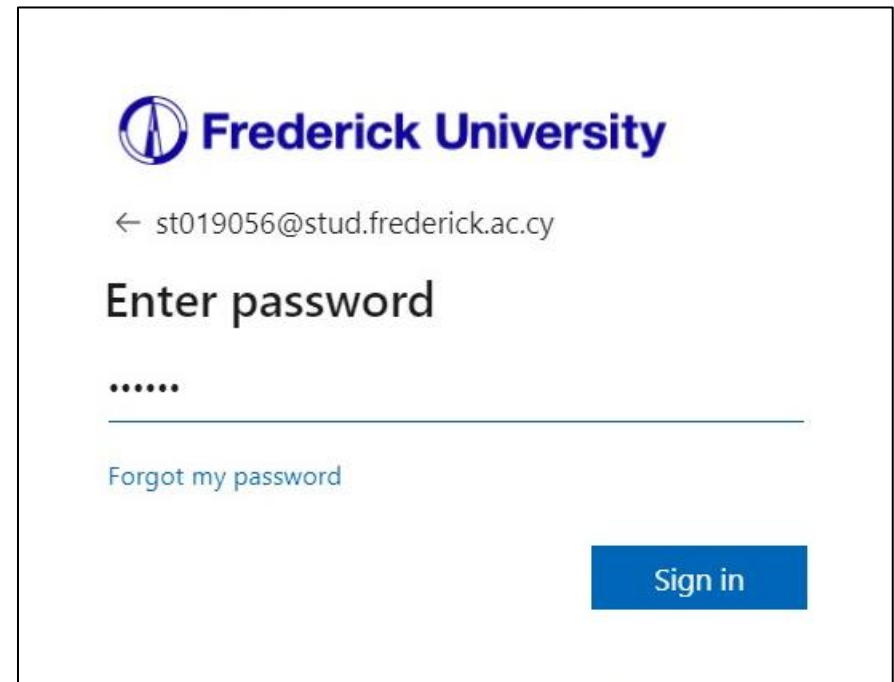
 Frederick University 


»  Login / Σύνδεση

 [Forgot password?](#)

Frederick University: Office365
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[Contact Frederick University](#) | [Privacy Policy](#)

Step 2: Enter your Frederick University student password and click **"Sign in"**.




 **Frederick University**

← st019056@stud.frederick.ac.cy

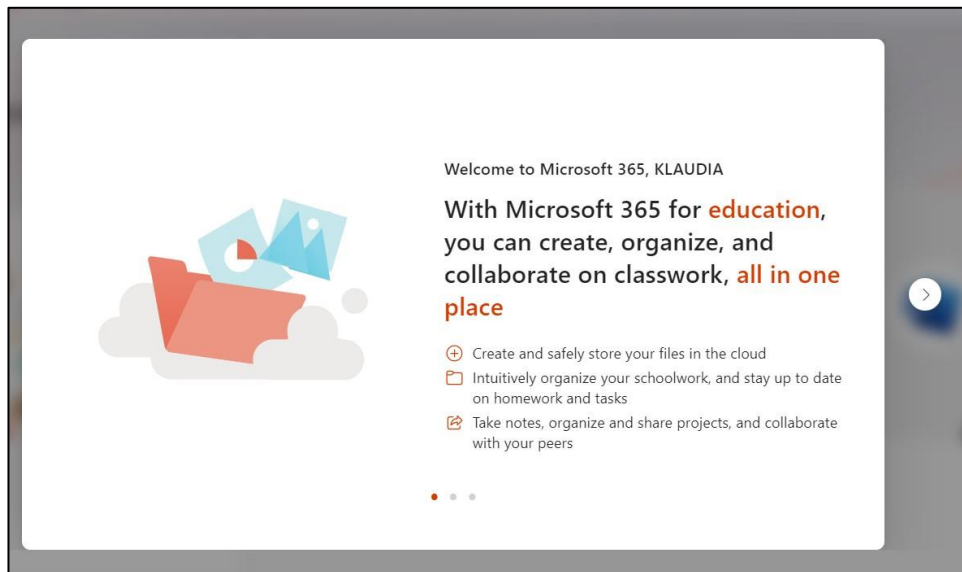
Enter password

.....

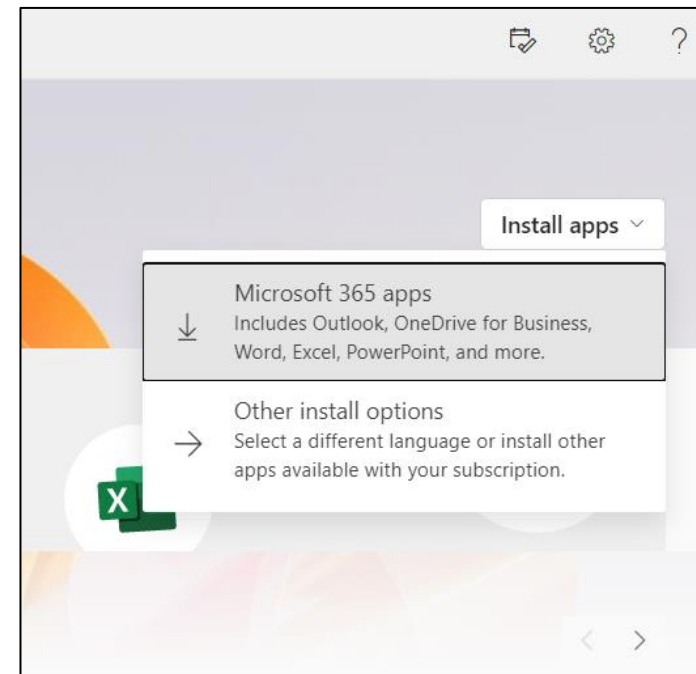
[Forgot my password](#)

 Sign in

Step 3: Finish reading the welcome guide.

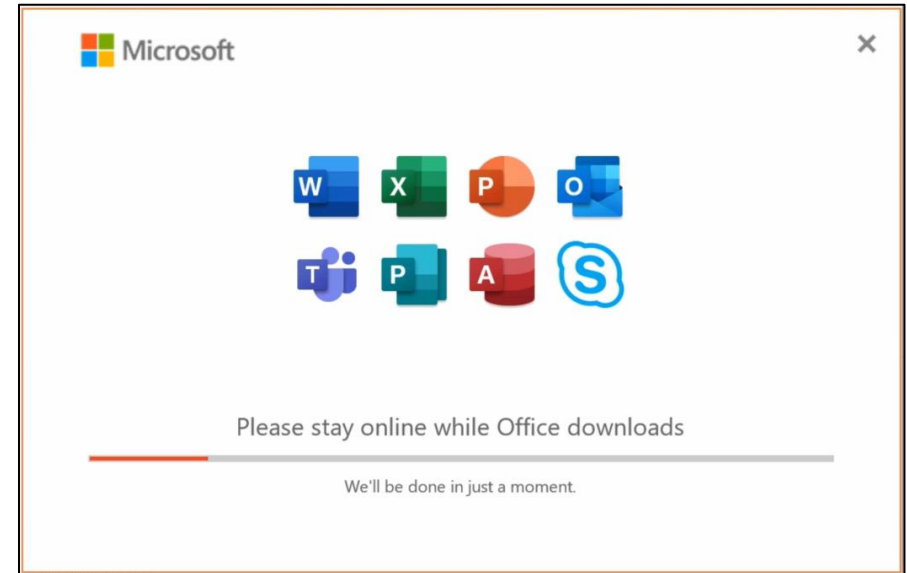
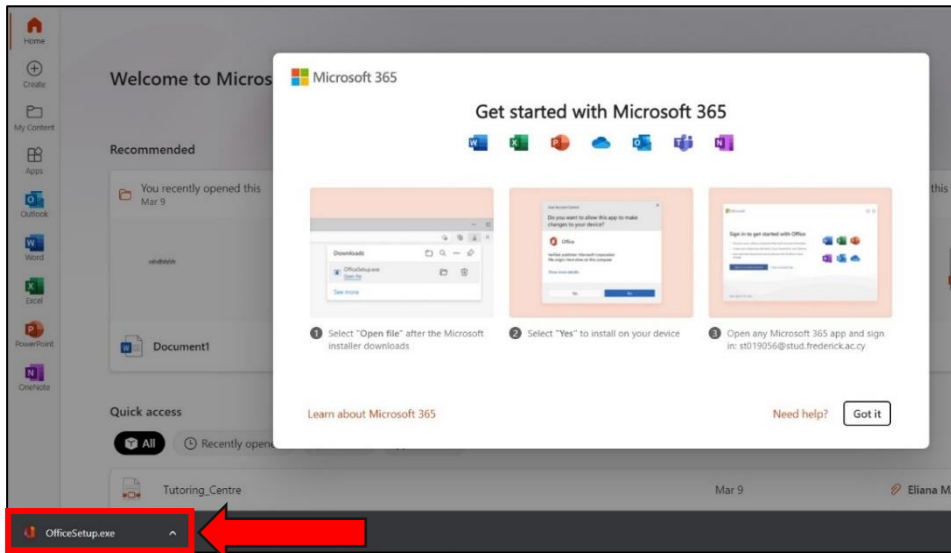


Step 4: Click on “Install Apps” on the top right corner and then click on “Microsoft 365 Apps”.



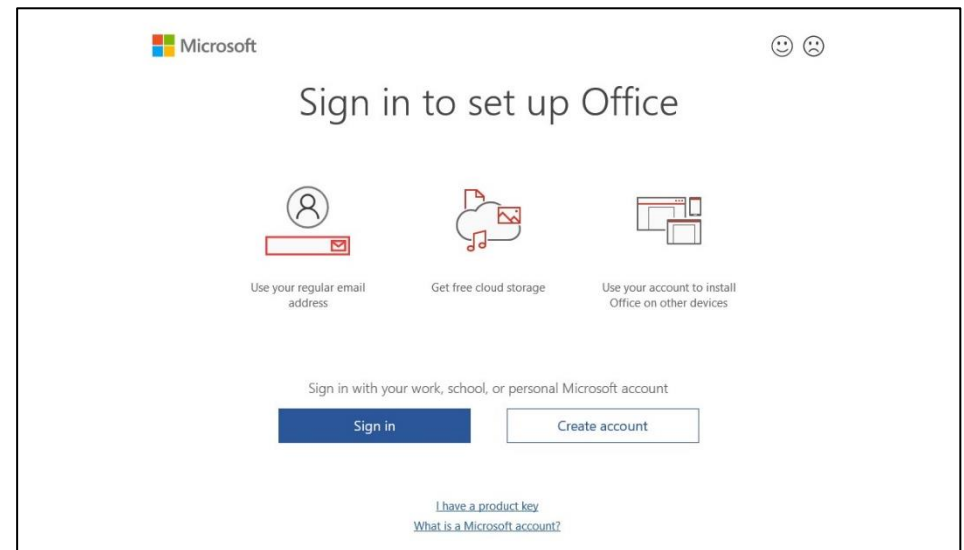
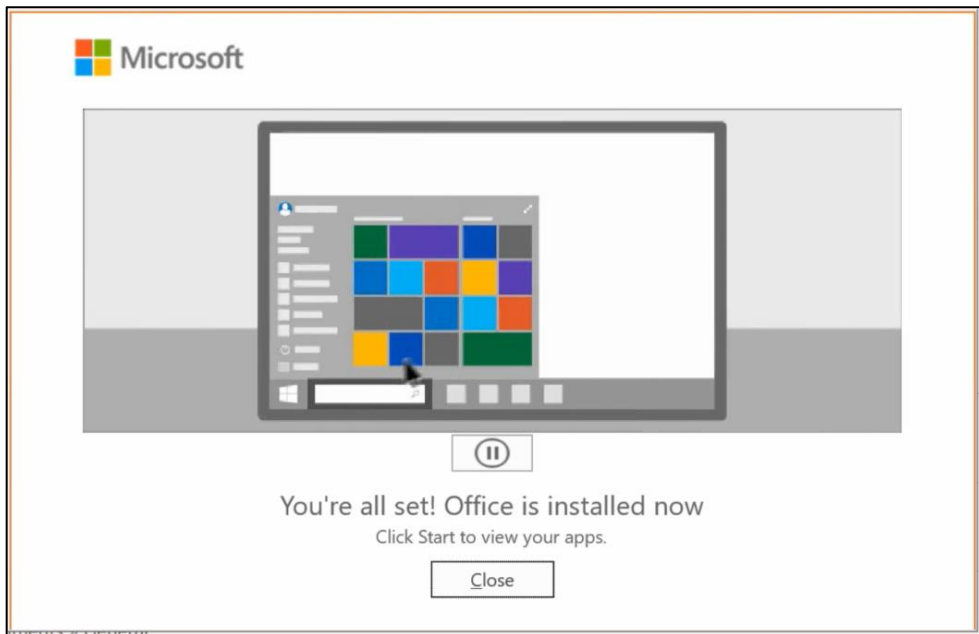
Step 5: Run the Office installer after the download is finished.

Step 6: Microsoft 365 installation will now begin.

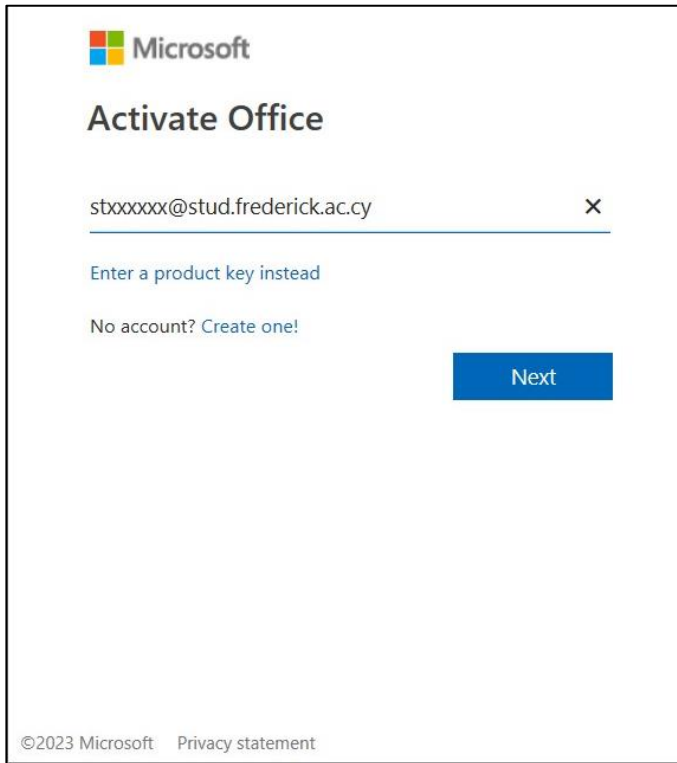


Step 7: After installing, click “**Close**”.

Step 8: Open Word  and click “**Sign in**”.



Step 9: Enter your Frederick University email address and click **"Next"**.



Microsoft

Activate Office

stxxxxx@stud.frederick.ac.cy ×


[Enter a product key instead](#)


[No account? Create one!](#)

Next

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Step 10: Enter your Frederick University student password and click **"Sign in"**.



 **Frederick University**

← st019056@stud.frederick.ac.cy

Enter password

..... 

[Forgot my password](#)

Sign in

Step 11: Uncheck “Allow my organization to manage my device” and click “OK”.

Stay signed in to all your apps

Windows will remember your account and automatically sign you in to your apps and websites on this device. This will reduce the number of times you are asked to login.

Allow my organization to manage my device

i Selecting this option means your administrator can install apps, control settings, and reset your device remotely. Your organization may require you to enable this option to access data and apps on this device.

[No, sign in to this app only](#)

OK

Step 12: Microsoft 365 is now activated.
Click “**Done**”

You're all set!

We've added your account successfully. You now have access to your organization's apps and services.

Done