

# Office 365 install guide for students

## Requirements

Please ensure all existing versions of office are **uninstalled**.

A full install can be **up to 5 GB**, it can also download large amounts of data.

Ensure you have an appropriate data cap to do so.

This guide covers a window installs of **Microsoft Office 365**. It will only install the entire suite, you can't choose standalone products.

All Students can install Office on up to 5 devices. If student leaves the Department of Education of New South Wales office, the account will then become inactive.

Go to - <https://sso.det.nsw.edu.au/sso/XUI/?oto=https://portal.det.nsw.edu.au#login/>

Login to student portal

Enter

**first.last@detnsw**

Enter

**Password**

Click

**Log in**



Log in with your DoE account

User ID  
student  
(Example: jane.doe@det)

Password  
[REDACTED]

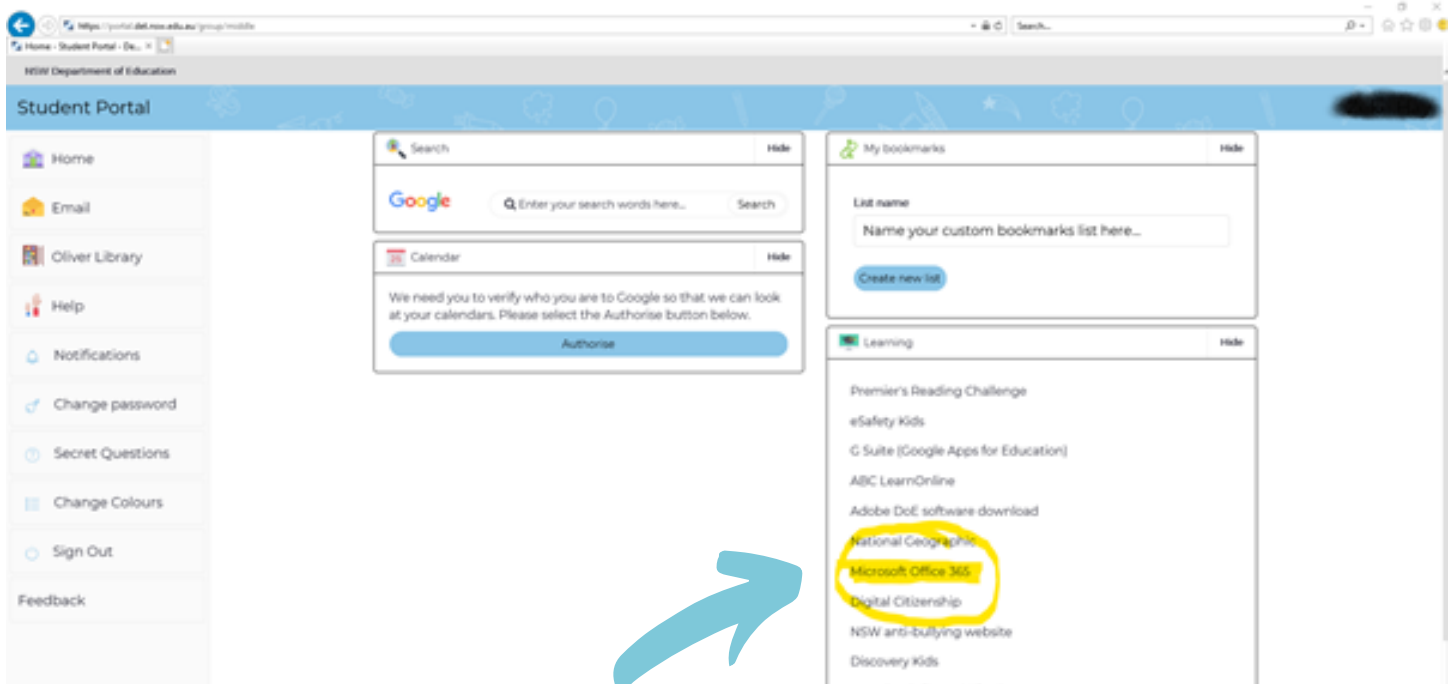
Log in

[Forgot your password?](#)

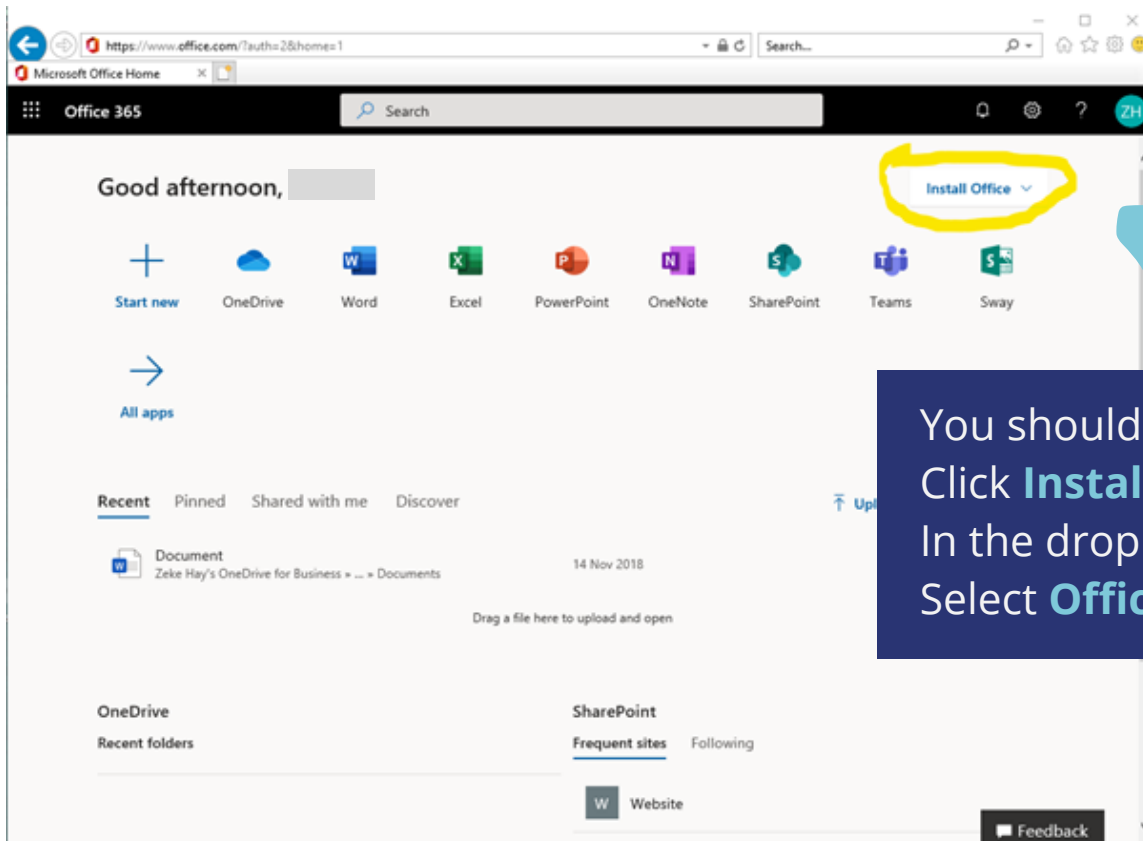
Have trouble logging in?  
[Help for DoE/TAEE staff](#) [Help for TAEE students](#)



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This is the next screen, under learning TAB where highlighted  
Click **Microsoft Office 365**  
You may need to click **show more** to reveal Office 365

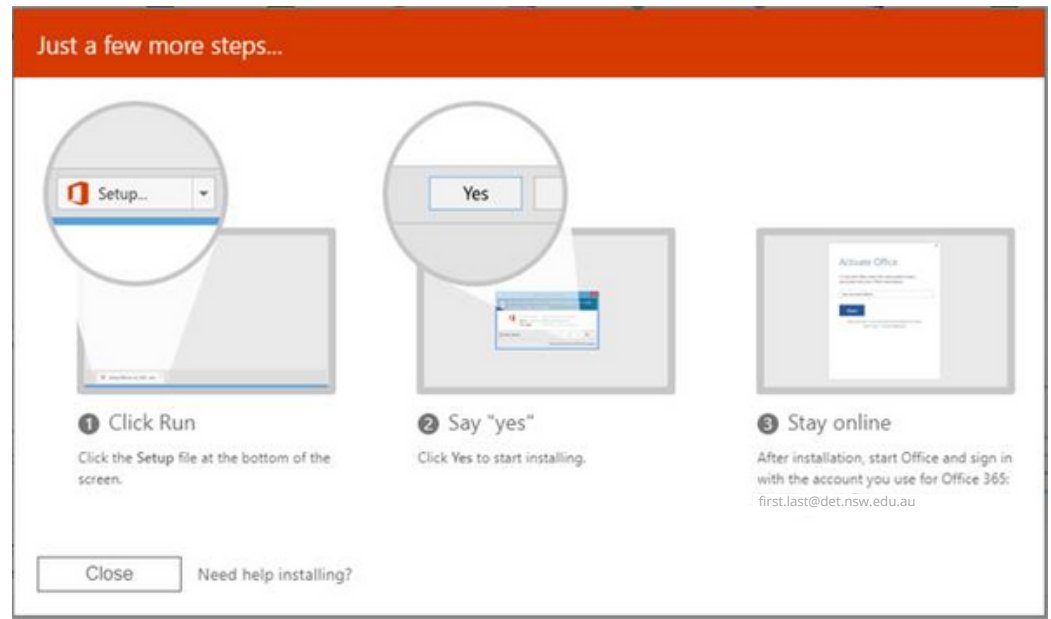


You should end up here  
Click **Install Office**  
In the drop down  
Select **Office 365 apps**

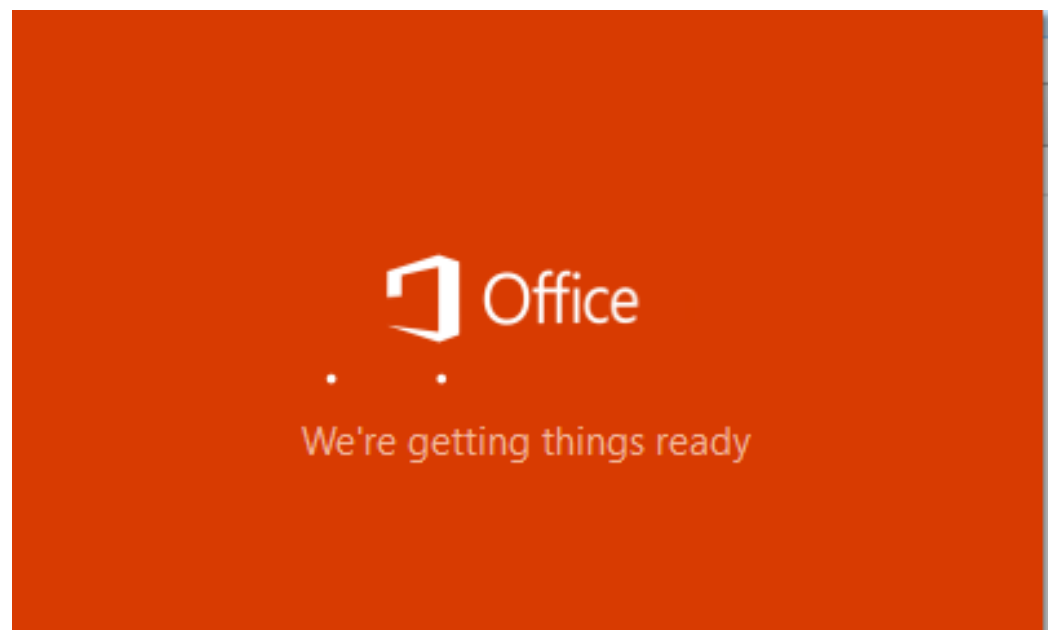


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Click **run**,  
or **save** if  
that is your  
only option.



Next, **installation** window.



**Installing**, this step is not very informative, depending on connection it can take minutes up to hours.

During this process it downloads the Microsoft Office Suite and installs it. It will self-activate against the student's credentials.