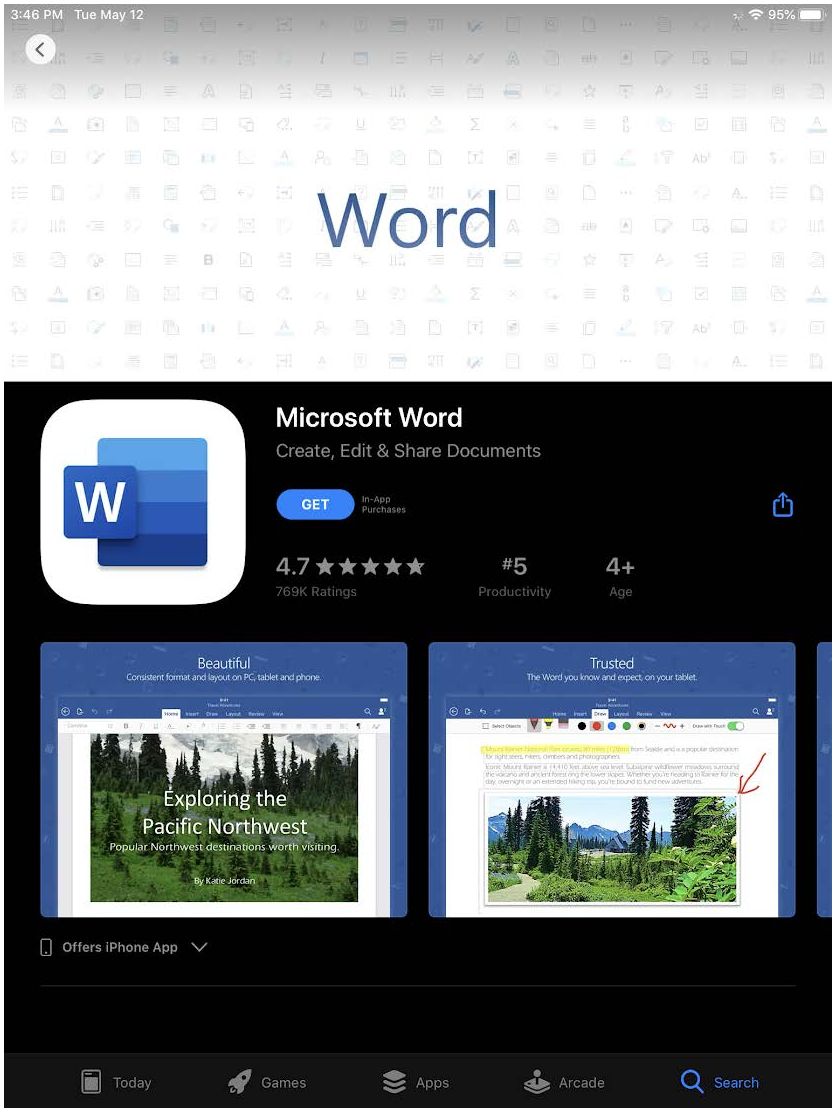
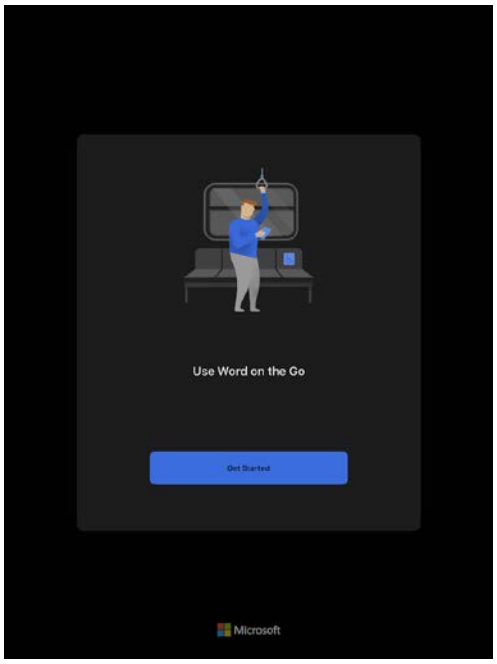
M365 Installation - iOS

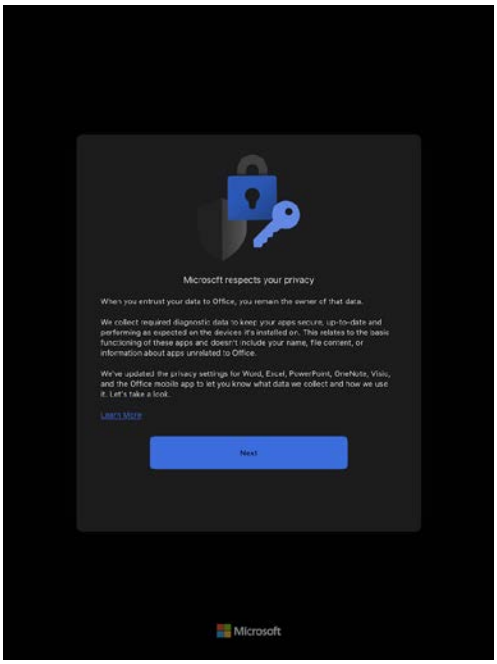
- Find the Microsoft Word app (or other Office 365 productivity app) on the App store:
  - Word - https://apps.apple.com/us/app/microsoft-word/id586447913
  - Excel - https://apps.apple.com/us/app/microsoft-excel/id586683407
  - PowerPoint - https://apps.apple.com/us/app/microsoft-powerpoint/id586449534
  - OneNote - https://apps.apple.com/us/app/microsoft-onenote/id410395246

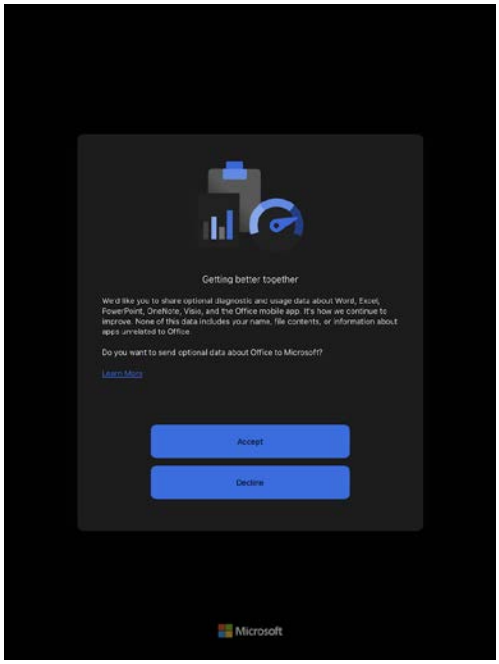
- Tap “GET” to begin installing.

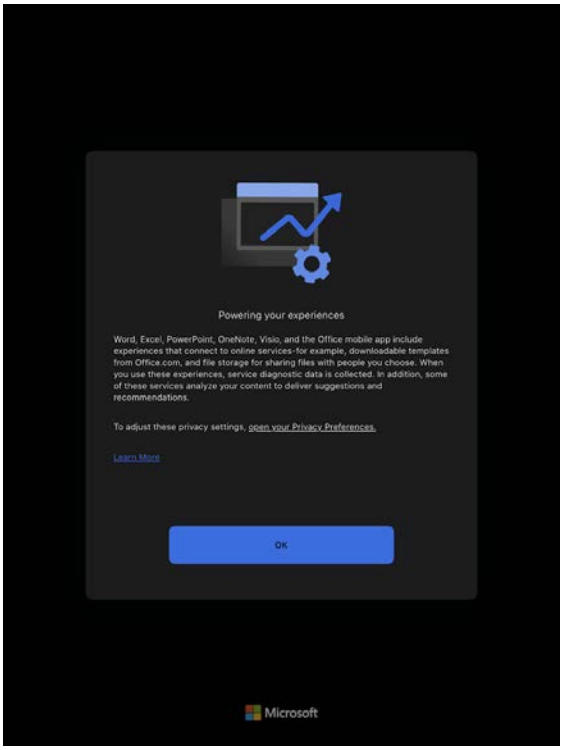


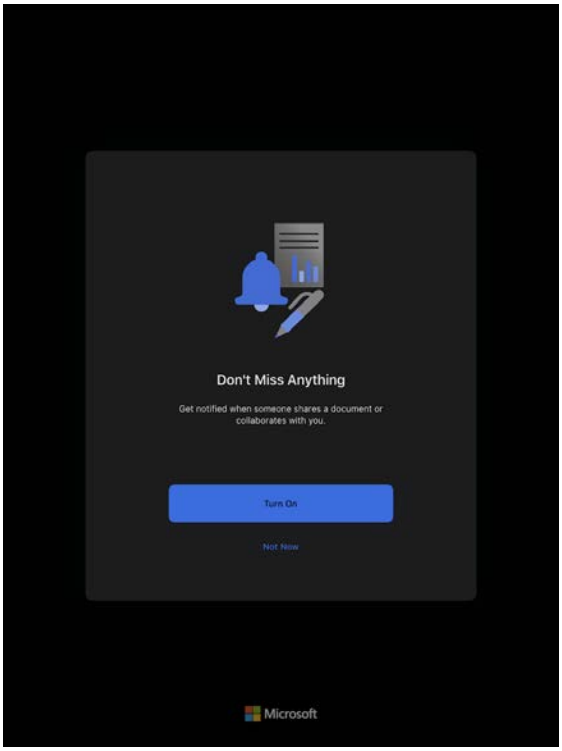
- Click through the get started prompts for privacy, diagnostics, and notification setups choosing your preferences.



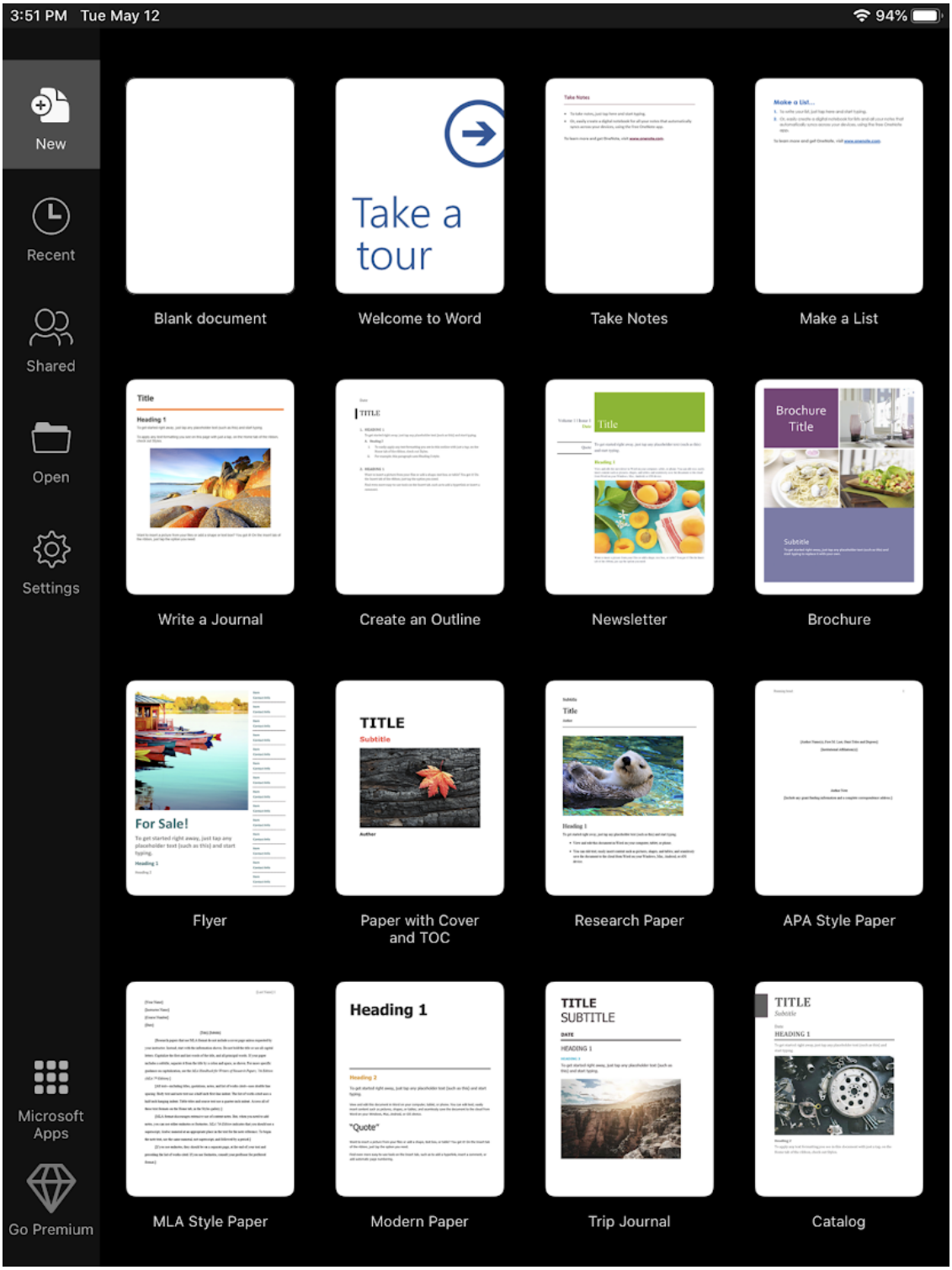


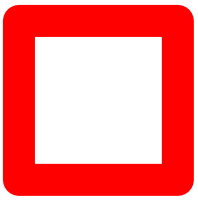






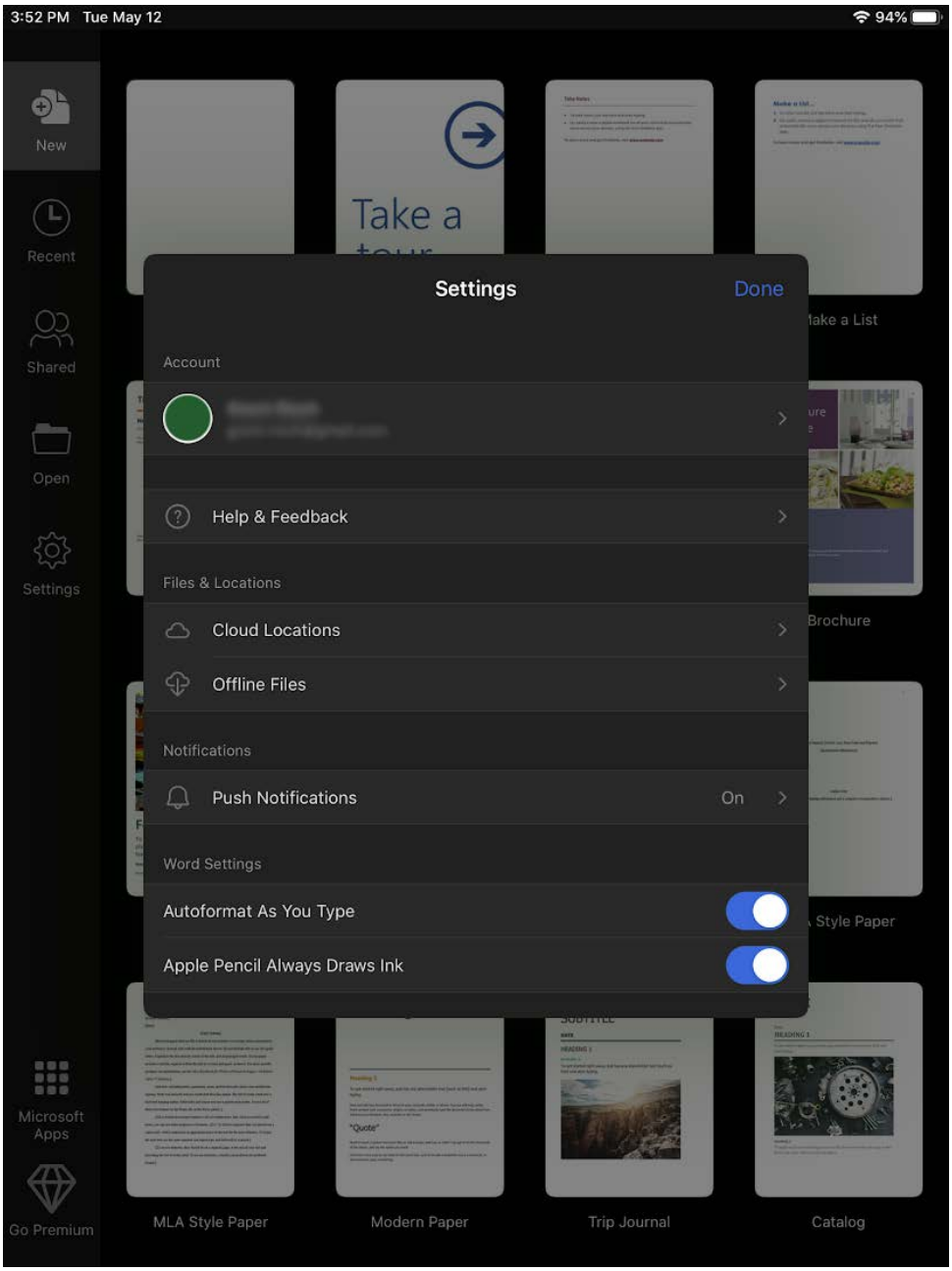
- Once you are in the app, enter the settings menu



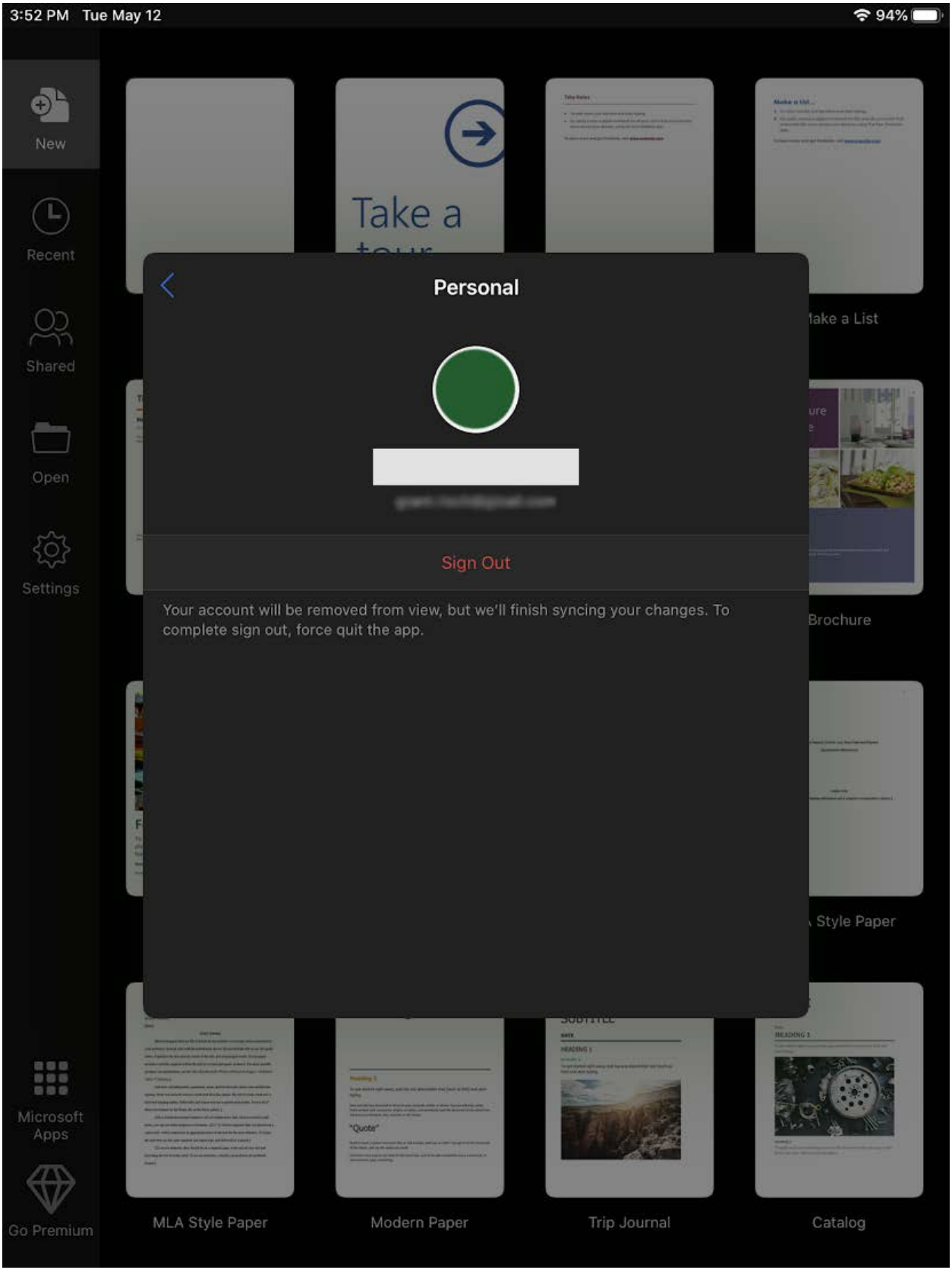


- In the settings menu, you may already be logged in with your personal account, if so follow the next few steps to sign out.

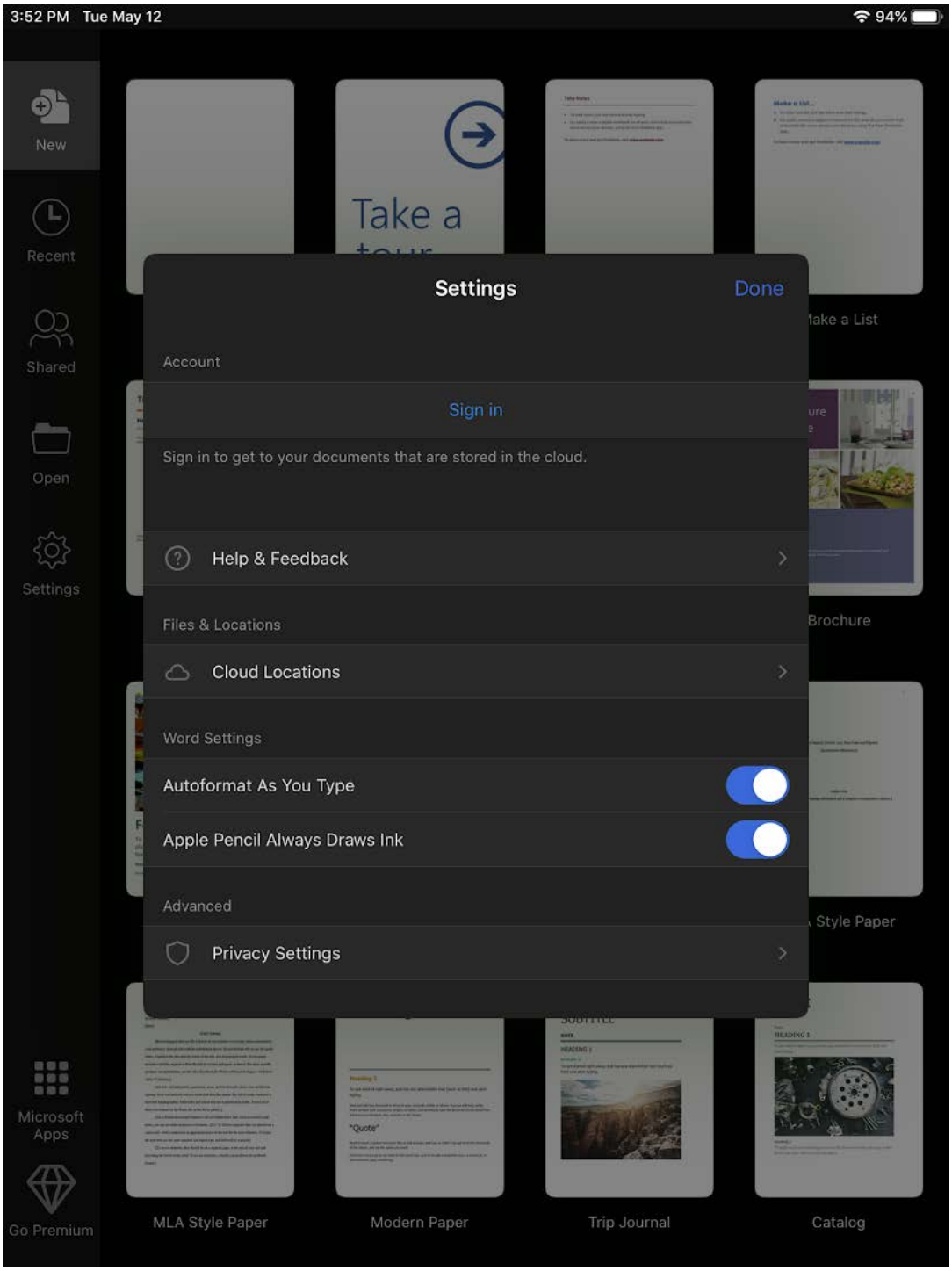
- Tap your personal account, then tap “Sign Out”



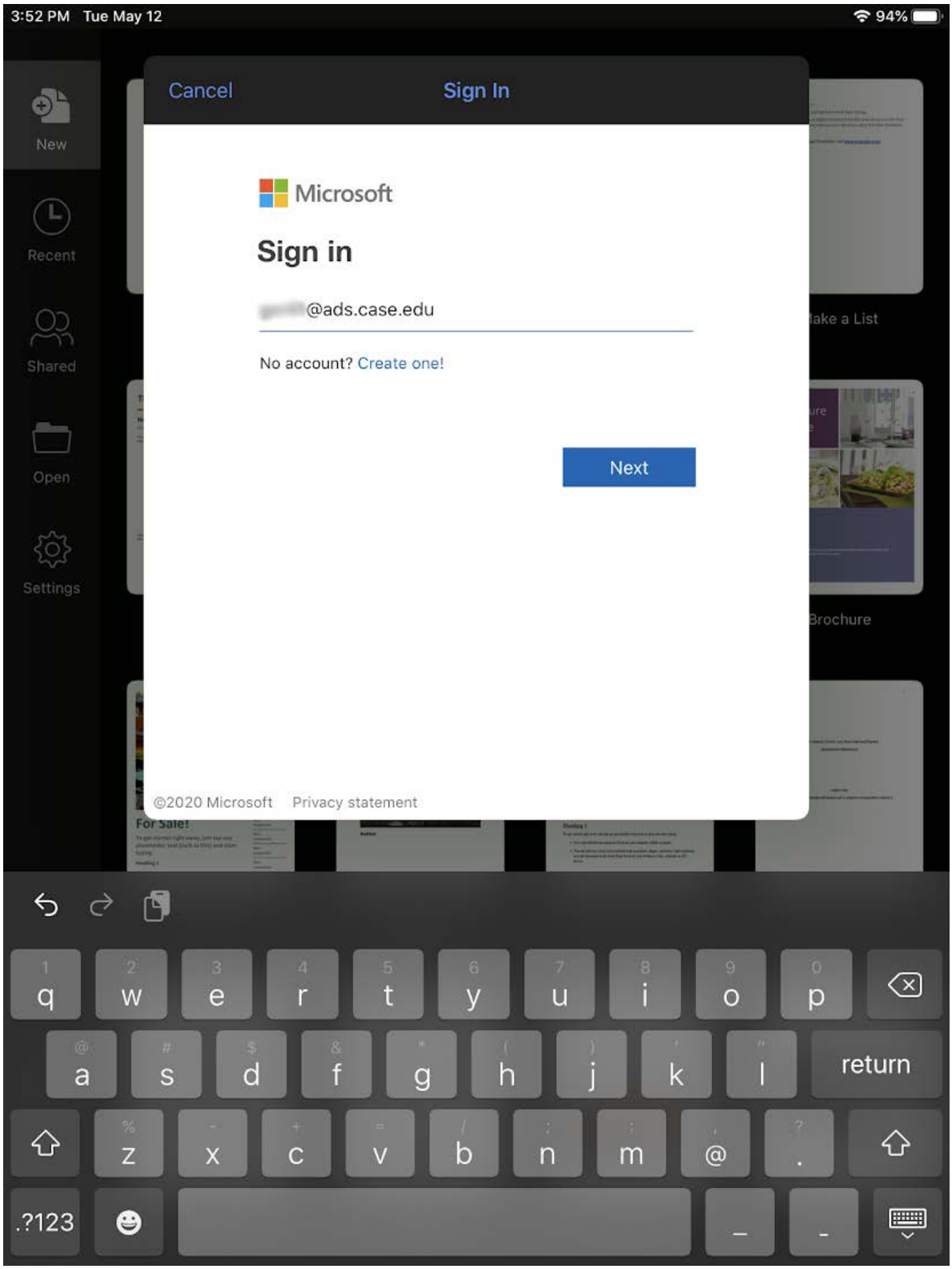
CASE WESTERN RESERVE UNIVERSITY EST. 1826



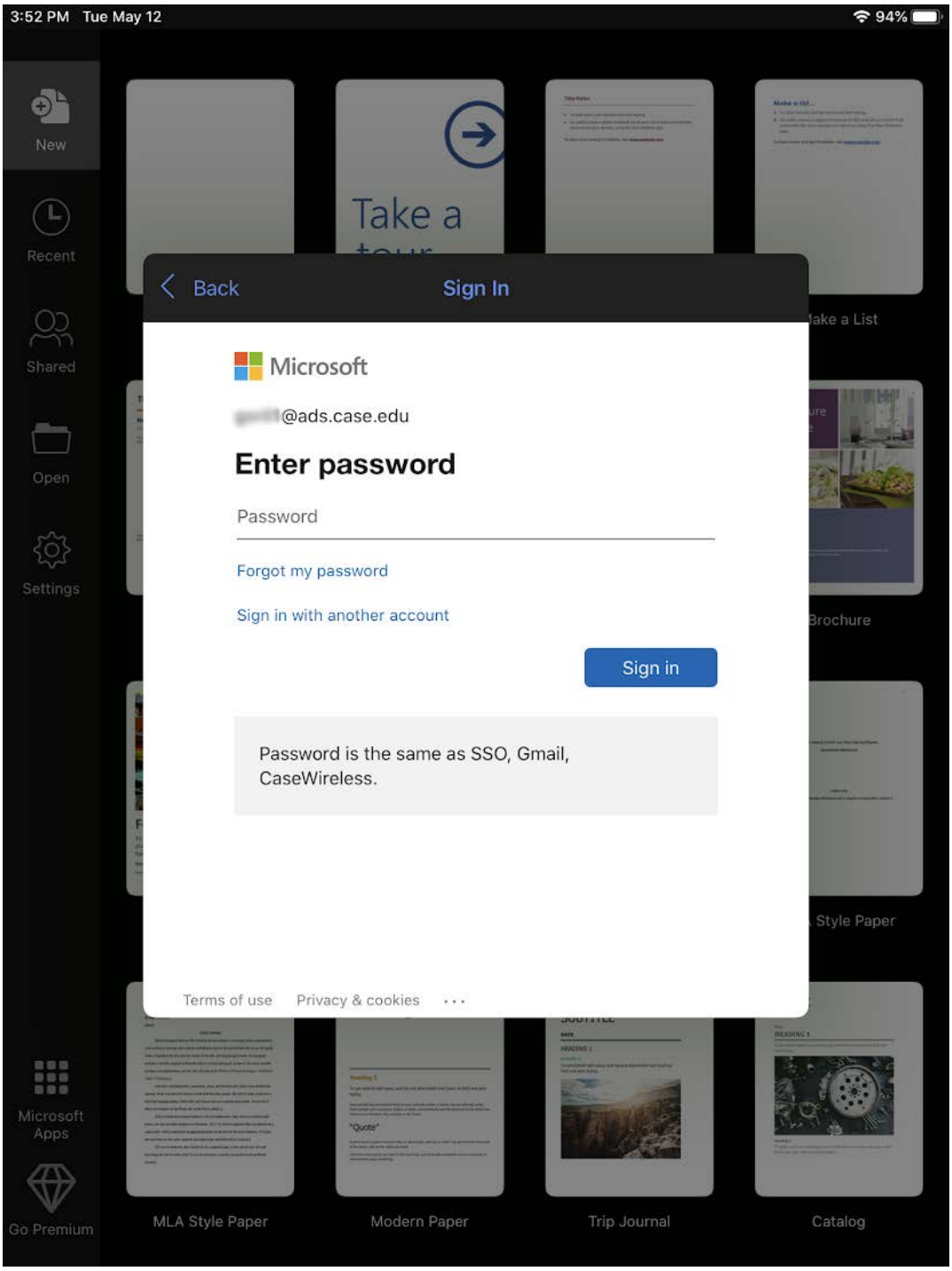
- Tap “Sign in” to begin logging in with your CWRU account:



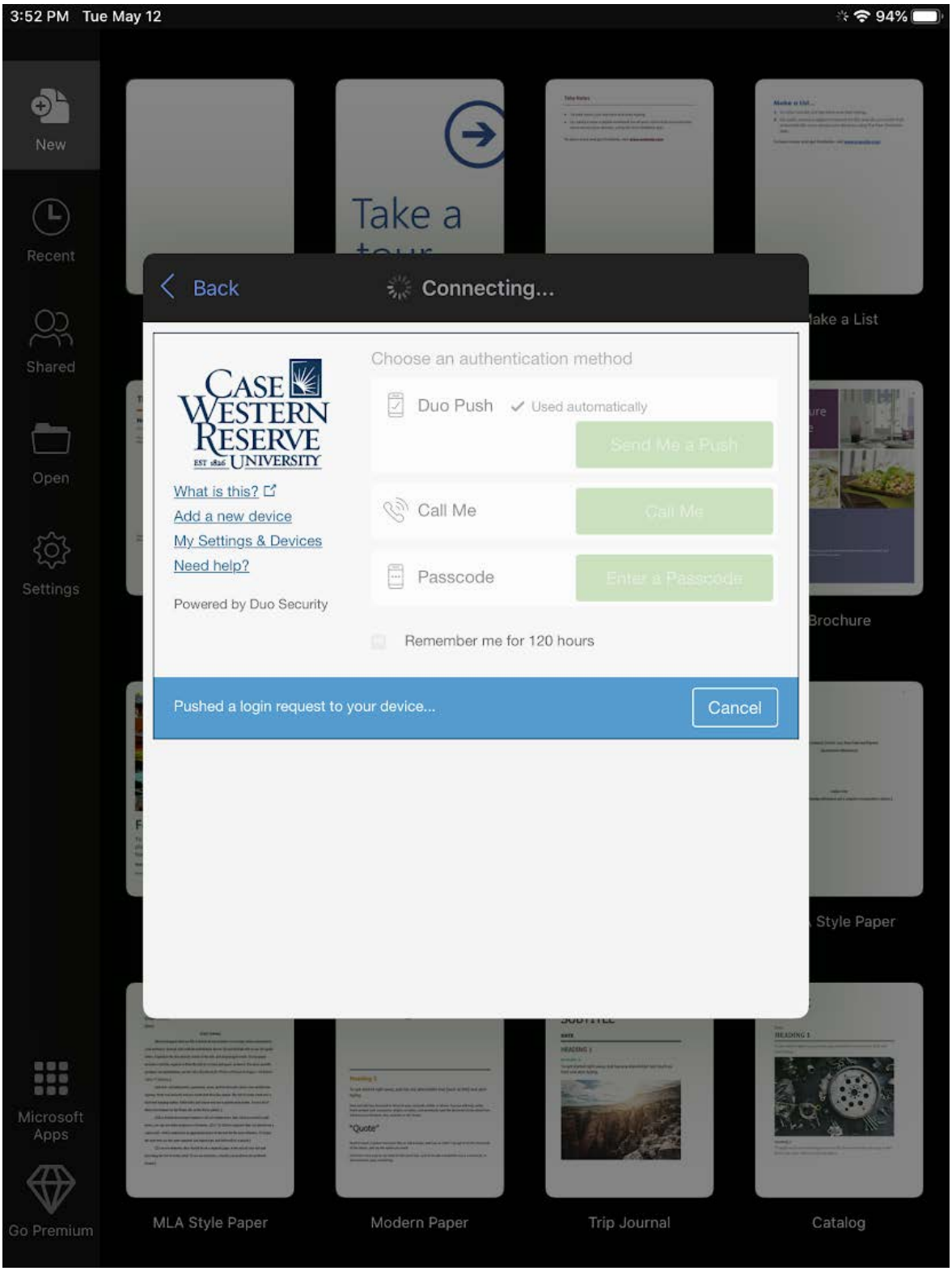
- Sign in with your abc123@case.edu Microsoft account. This is automatically created and synced from your Case ID. Use your SSO password.



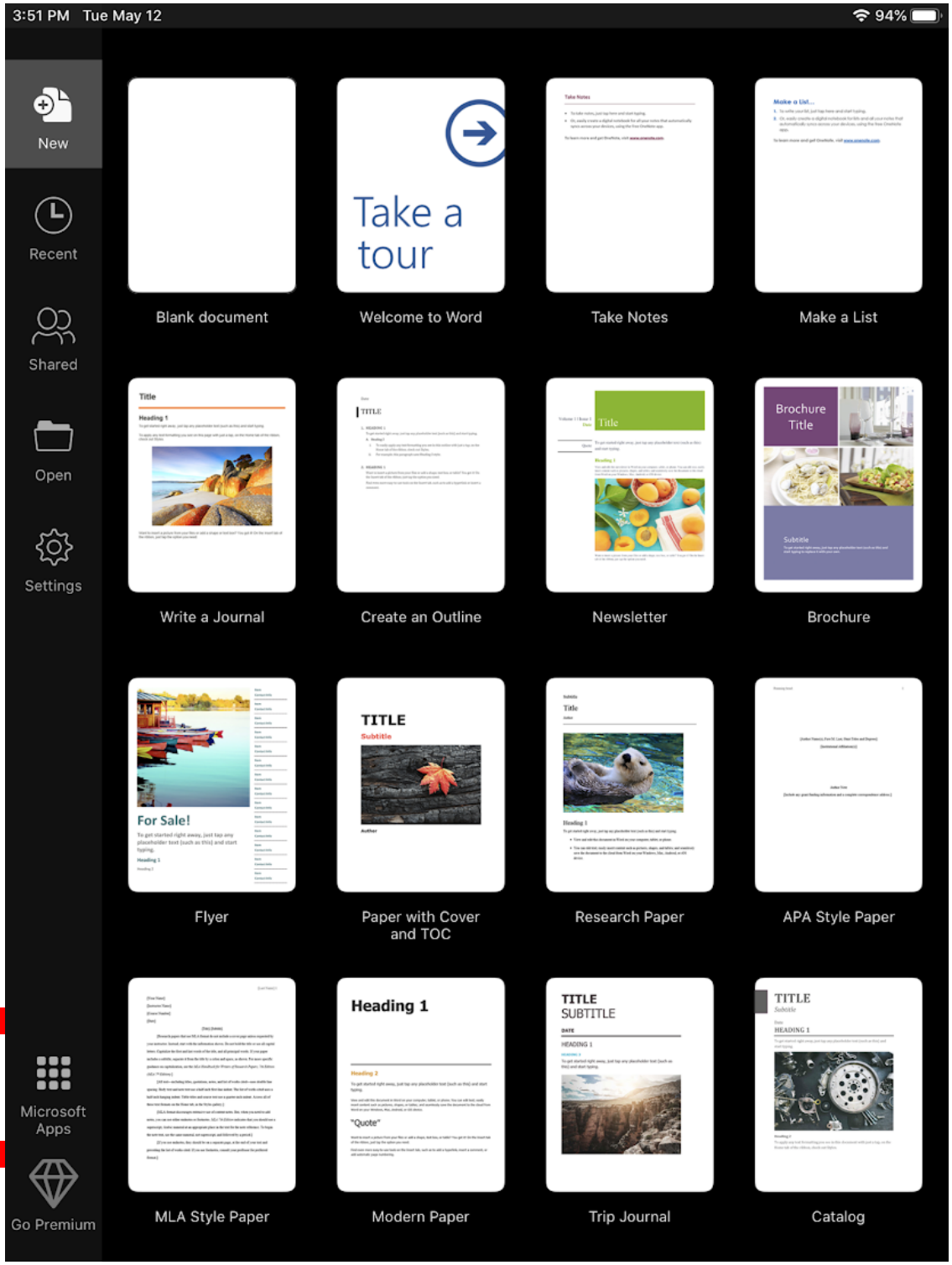
CASE WESTERN RESERVE UNIVERSITY EST. 1826



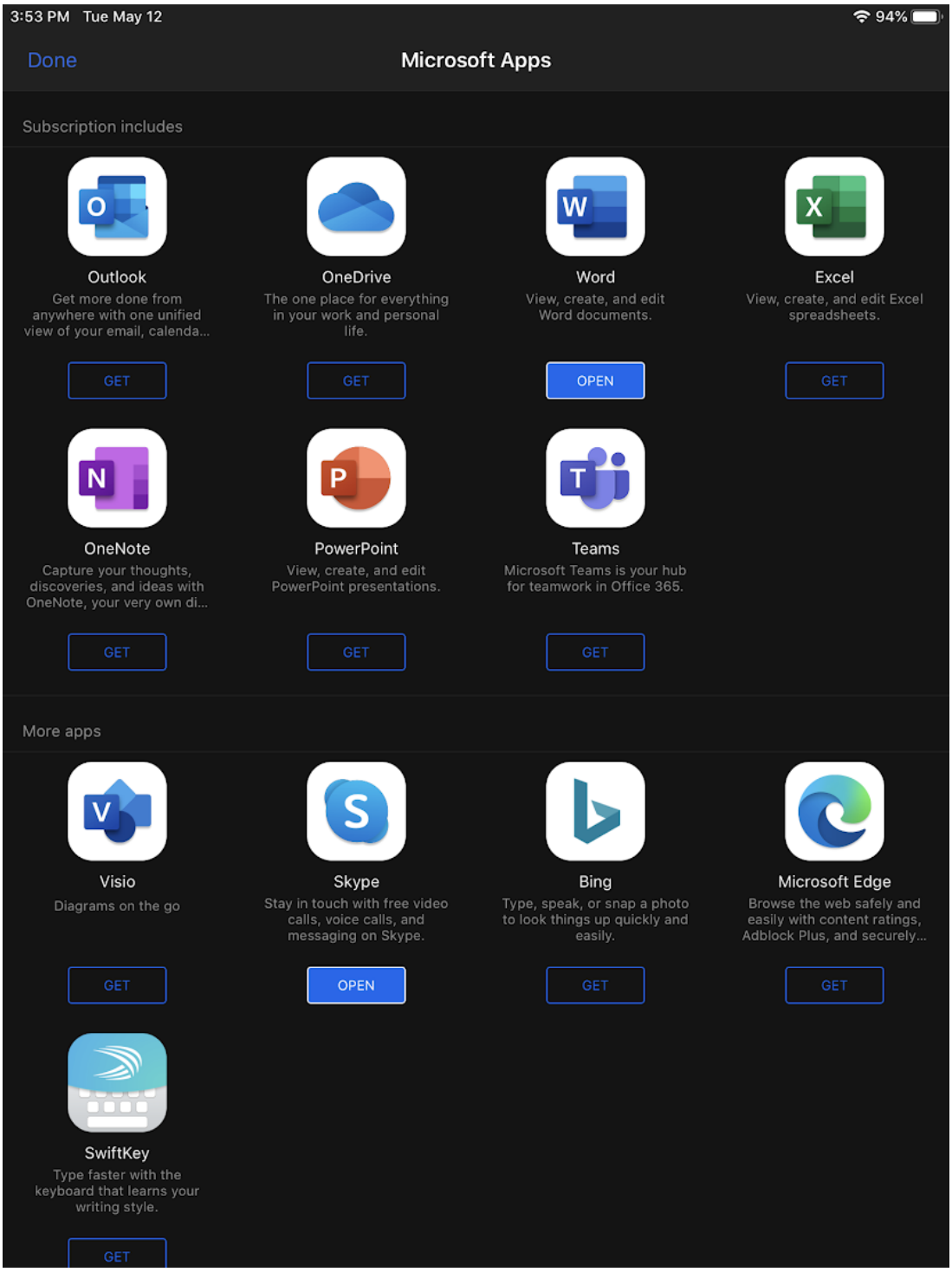
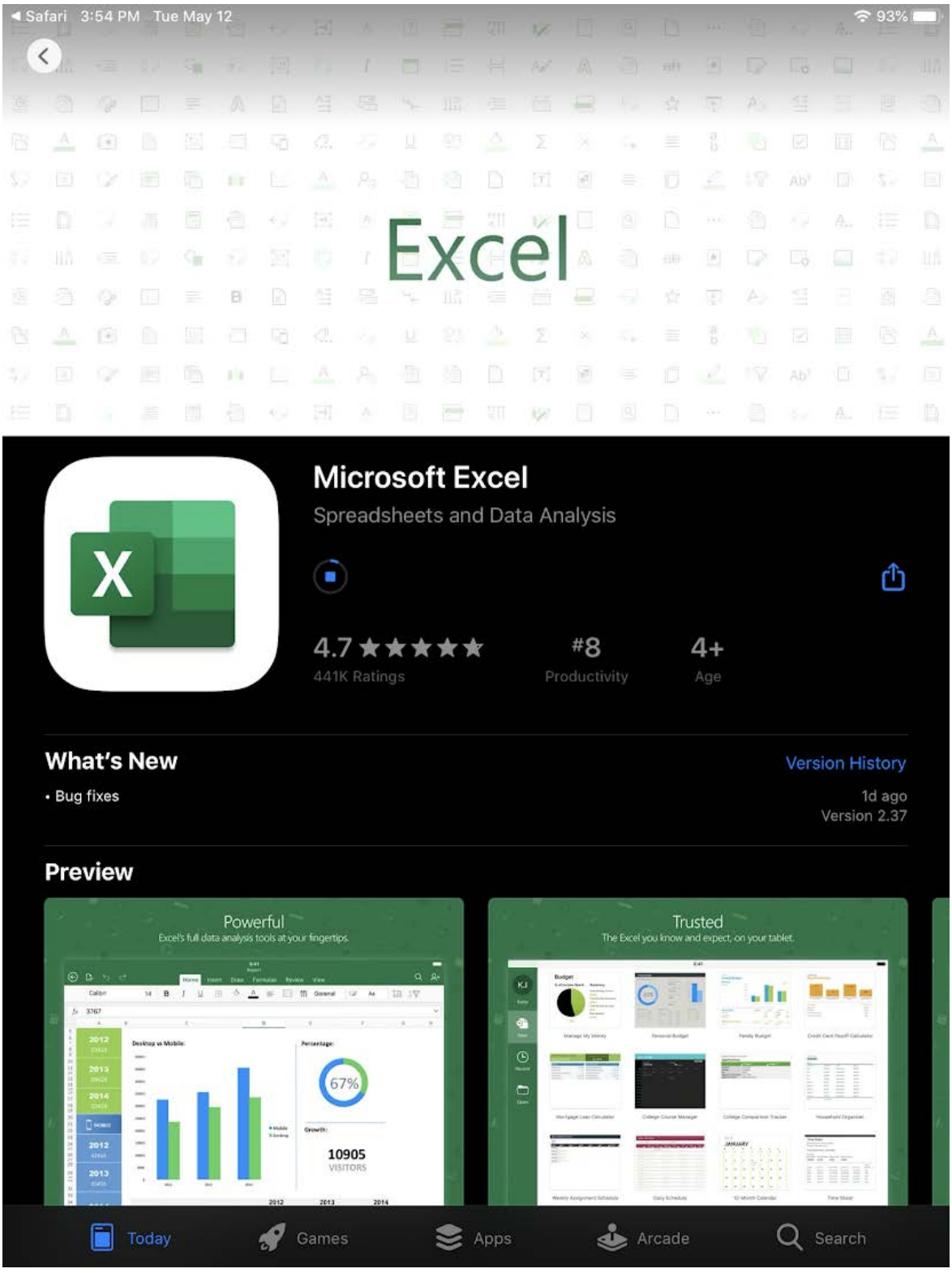
- When prompted, authenticate with Duo.



- If you want more Office 365 apps, tap the “Microsoft Apps” icon at the bottom of the home screen.



- From here, tap any other apps you want to install.



- Repeat the installation steps for any additional apps desired.