Get Microsoft Office for free with your C2K Username on up to 5 personal devices

Microsoft Office

Get MS Office in 4 easy steps

1. Visit http://portal.office.com
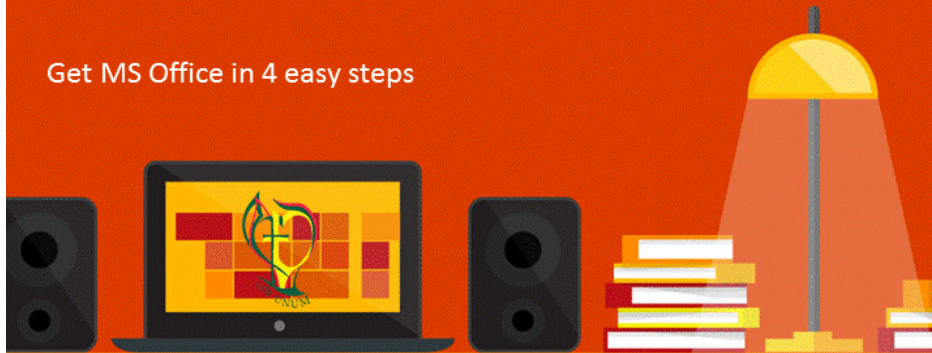
2. Enter your C2K Username in the format auser123@c2ken.net

3. At the next box enter
   (i) your C2K username auser123 and
   (ii) C2K password

4. Install Office 2016

Additional Notes:

- The installation of Office will remain available while the C2k username remains active. i.e. When a student leaves school, their C2k username will cease to be valid and the Office product will revert to a read-only version.

- Each user can install Office on up to 5 devices. These can be a combination of PC and Mac.

- If a user installs Office on a 6th device, the software will remain as read-only until one of the previous 5 installations is deactivated. To deactivate an installation, go to the Office 365 settings page and select Software – Install and manage software and then follow the instructions.