# **Using Microsoft Office**

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### Office is available for free for Students

Students can download Microsoft Office for free by visiting https://www.microsoft.com/en-us/microsoft-365/download-office

Make sure to sign-in using your Cal Lu email address and password.

## Office as an Application

Microsoft Office comes pre-installed on Cal Lu devices.

Note: Signing into office may override the granted license. If you need to sign-in to access certain functions within Microsoft Office, please email or call the Help Desk for assistance - helpdesk@callutheran.edu / 805-493-3698

#### Office in the Browser

You can use Microsoft Office from any personal device by going to https://www.office.com and signing-in using your Cal Lu credentials.

## Downloading to a Personal Device is no longer available

The licensing agreement has changed (July 2024) and Microsoft no longer offers office as a download for Cal Lu adjunct faculty, faculty, or staff.