

## Downloading Microsoft Office for Staff & Students

### SOFTWARE

## How do Staff and Students download Free MS Office?

MS Office is Available Free with your C2k Username on up to 5 personal devices

### 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) **password**
- 4, Download the version of MS Office you require