

# Student Software

This document provides step-by-step instructions on how to install Office 365 applications on various devices. The guide is designed to make the installation process simple and straightforward, ensuring that all faculty/staff/students can access the necessary tools for their academic work.

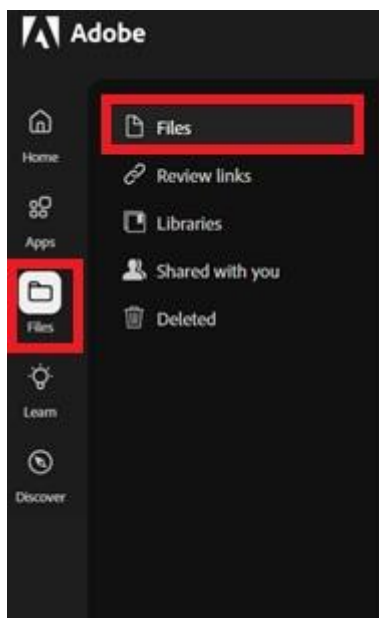
- [Adobe Portfolio Setup](#)
- [Office365 Install \(Windows 11\)](#)

# Adobe Portfolio Setup

**Note:** Use a personal email address to create a free account with Adobe

1. On a tablet, smartphone, or PC, visit <https://www.adobe.com/files/cloud-documents>
2. Sign in with the same email address you used to sign in to Adobe Creative Cloud.
3. In the left column, select **Files**.
4. Here you can view and manage the items in your portfolio.

**Note:** We strongly recommend *against* using your student email. This ensures continued access to Adobe Creative Cloud services and projects after leaving the university!



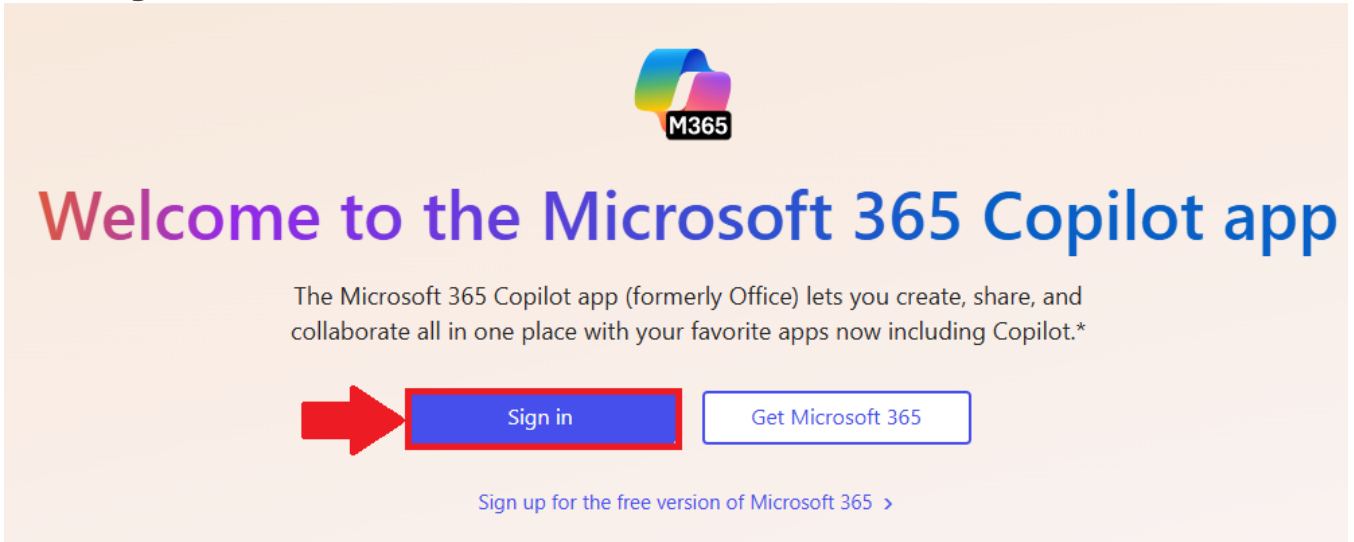
## Need Help?

If you encounter an error or need assistance with this guide, please contact the IT Department and include a screenshot with a brief description of the issue.

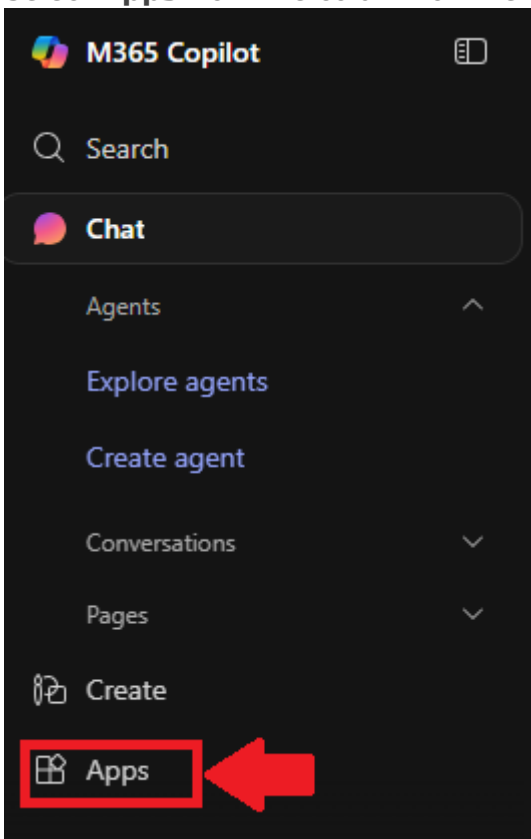
[Contact the IT Department Here](#)

# Office365 Install (Windows 11)

1. In a web browser of your choice, visit [www.office.com](http://www.office.com)
2. Select **Sign in**

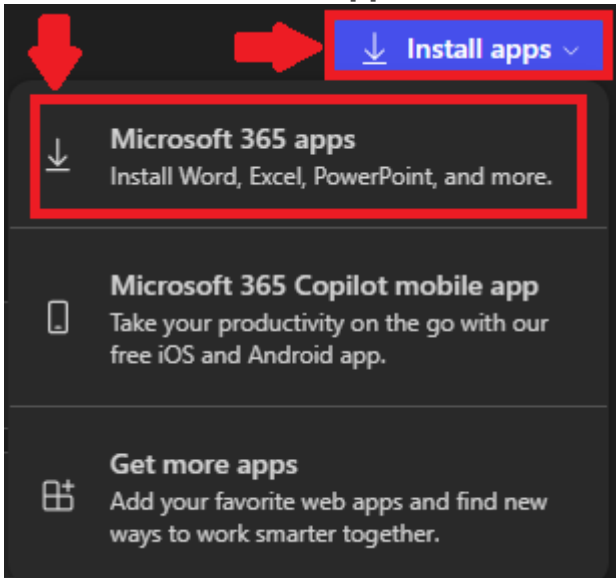


3. Login with your [@lions.piedmont.edu](mailto:@lions.piedmont.edu) email
4. Select **Apps** from the column on the left of the screen



5. In the top-right corner, select **Install Apps**

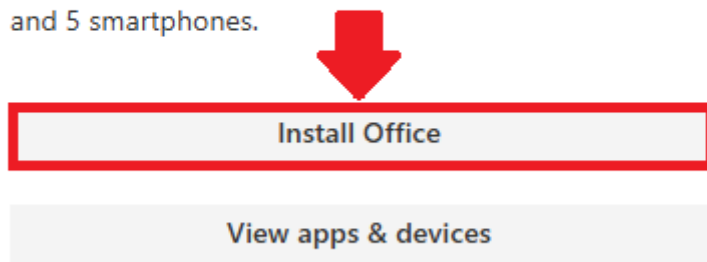
6. Select **Microsoft 365 Apps**



7. A new tab will open, select **Install Office**


## ↓ Office apps & devices

You can install Office on up to 5 PCs or Macs, 5 tablets, and 5 smartphones.



8. Your computer will now download **OfficeSetup.exe**

9. Launch the file from your **Downloads** folder and select **Yes** to any prompts that appear

Name	Date modified	Type	Size
Today			
 OfficeSetup	6/18/2025 11:39 AM	Application	7,471 KB

10. Office 365 will now install