



MICROSOFT OFFICE 365



Sign on, set up an account and then have access to your office documents from anywhere you are! Save your documents to your online OneDrive! Your personal online storage.

You can download the program on your mobile devices and your home computer or tablet. Please ask your parents first! You have up to 5 full versions of Office and 5 mobile to use while you are a student at NWC!

To register, go to *portal.office.com* and enter the following: Your new school email address: "first initial last name @nwcstudent.org" (for example, istudent@nwcstudent.org)

Your password is **Nwcs2018**. The program will ask you to create your own password to finish setting up your account. Problems? See Mrs. DeLaMatter.