Download, update to or install Office 365 on a Mac

1. **Open** the Mac App Store and search for Office 365. **Click** on the product you wish to download.



2. Once it has finished downloading, click on Open.



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3. Click on either Sign in button to Sign into your account

4. You will be prompted for your EQ email. This is your MIS ID/Username with *@eq.edu.au* attached to the end.



- 5. You will be redirected to the department's sign-in page.
 - I. **Type** your **username** and **password**.
 - II. Tick 'I agree to the conditions of use and privacy statement'.
 - III. Click 'Sign in'.

Department of Education and Training
Managed Internet Service
Sign in with your username and password
Username * username
Password *
I agree to the <u>conditions of use and privacy statement</u>
Sign in Change my password