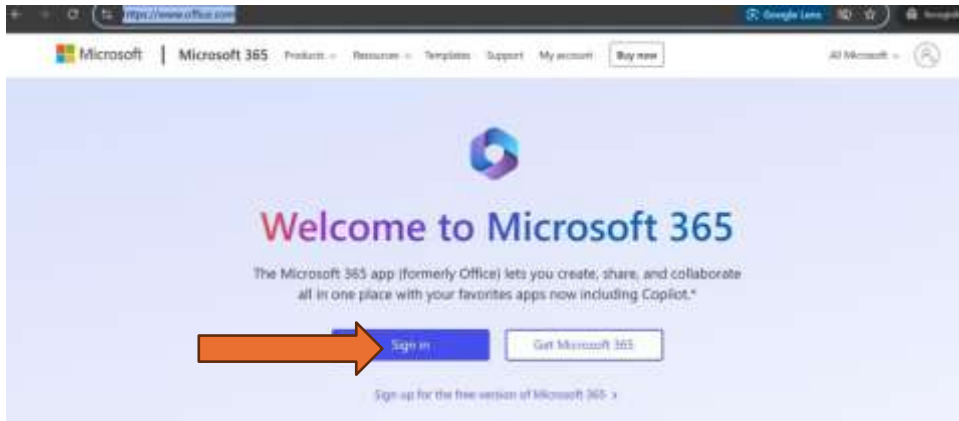
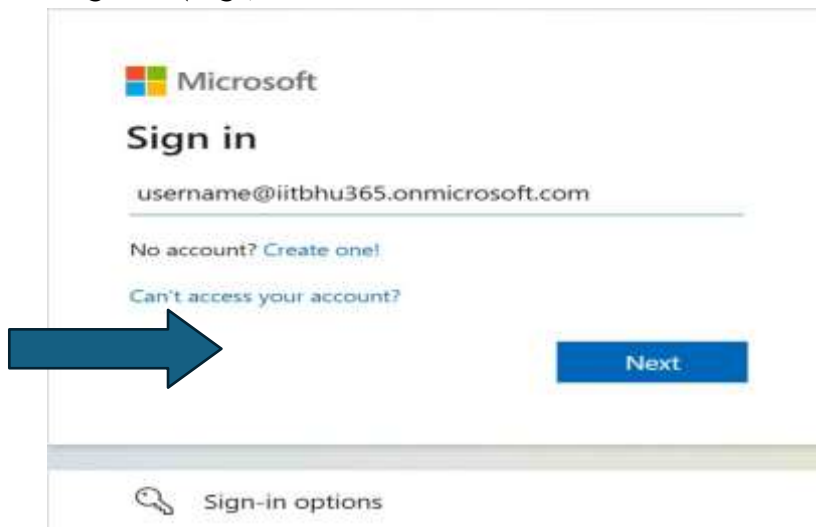


Step to use Microsoft office Offline.

1. Open your browser and navigate to the website: <https://www.office.com/>
2. Click the "Sign In" button as indicated in the screenshot.



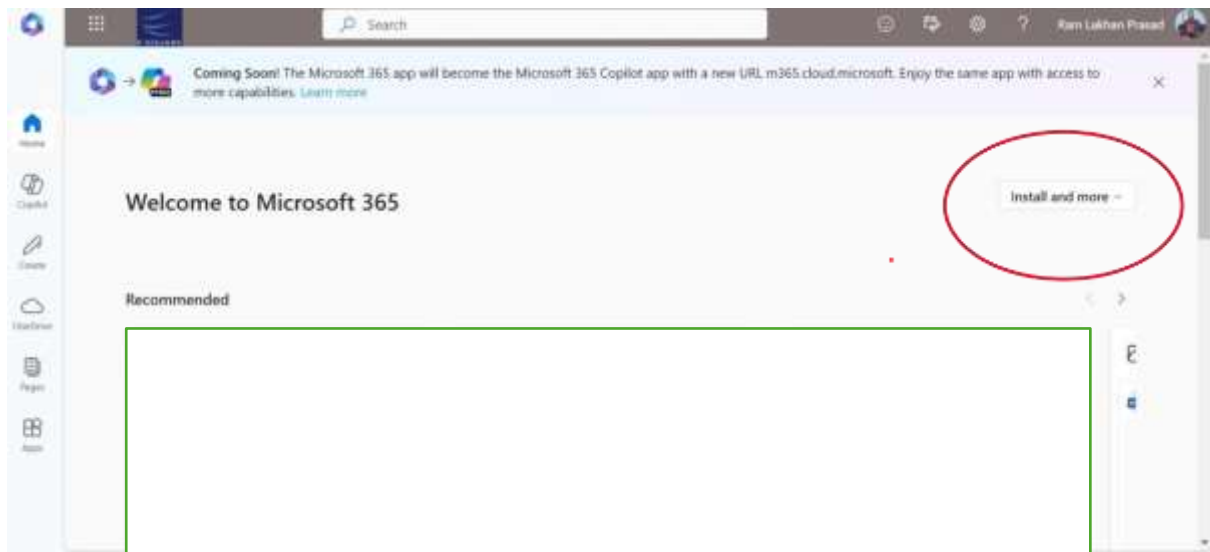
3. Enter your login ID (e.g., username@iitbhu365.onmicrosoft.com) and click "Next."



4. Type in your password and click "Sign In."



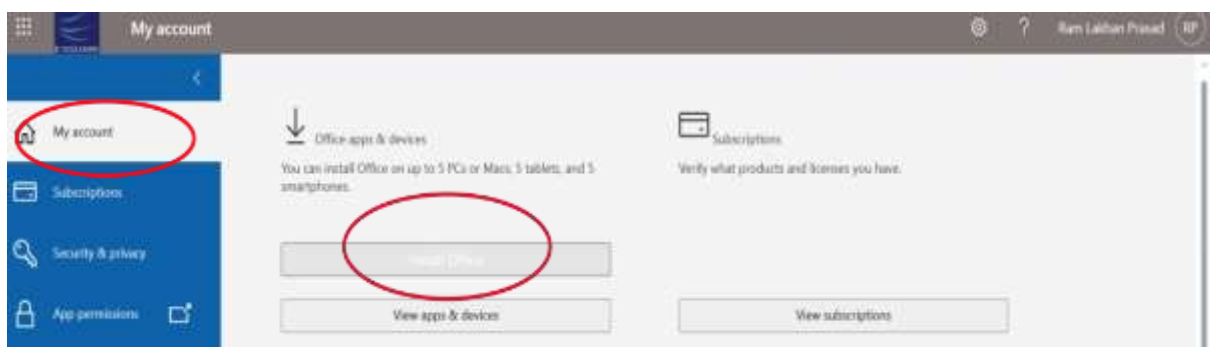
- Once you have logged in successfully, click on the "Install and More" option (Dropdown), as shown in the image below.



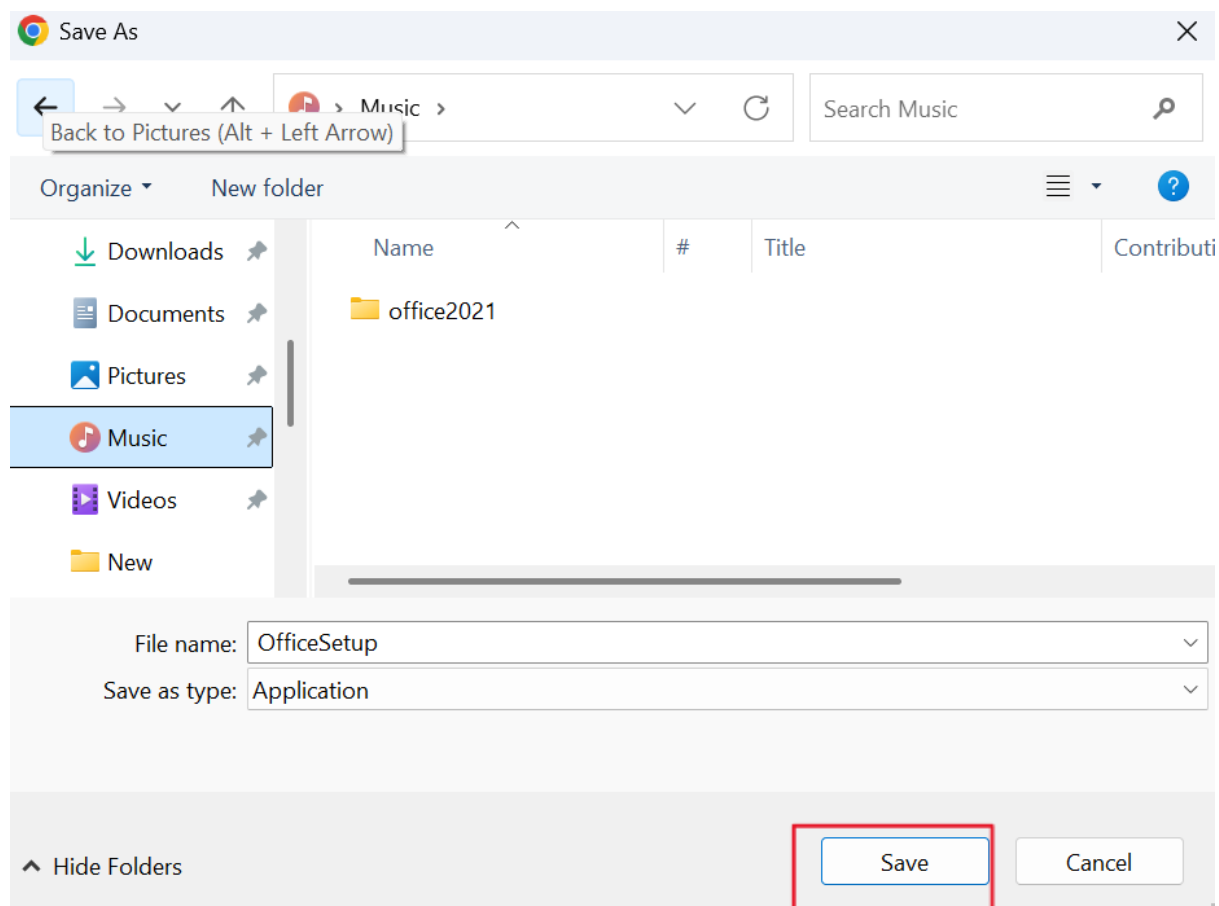
- Next, click on "Install Microsoft 365 apps."



- In the "My Account" tab, under "Office apps & devices," click on "Install Office."



8. Choose file location and click on the save button



Now, open the downloaded Office setup file and install it on your desktop. Sign in with your login ID and password (e.g., username@iitbhu365.onmicrosoft.com) to start using the Office apps.

