# Installing Office Programs: Non-District Devices

Students and staff can install the Microsoft Office programs on up to 5 personal devices. Check system requirements for your personal device. [System Requirements](#)
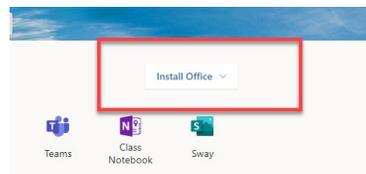
1. Using the **Chrome Browser,** sign into **Office.com.**
2. Click **Sign in**.

3. Log in with your district email and password.
- Student Email - username@student.pusd11.net
- Staff Email - username@pusd11.net
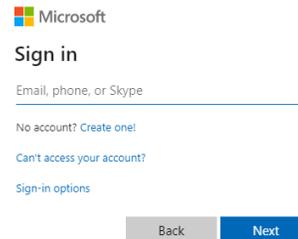
4. From the Office 365 Dashboard, click **Install Office** in the upper-right corner of the page.

5. Click **Office 365 apps** (Includes Outlook, OneDrive, Word, Excel, PowerPoint and more.)

6. Follow the next steps on your screen. (Make sure pop-up blockers are turned OFF. Directions are below.)
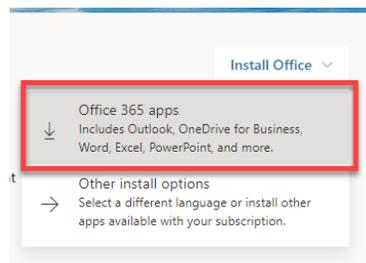
7. Complete each prompt.

8. Click the **Need Help Installing**, if needed.
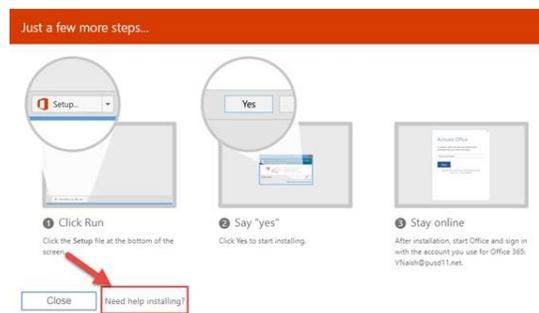
How to turn off pop-up blockers in Google Chrome.

1. Click the **Customize and control Google Chrome** menu (the three dots in the upper right corner).
2. Select **Settings**.
3. Click **Advanced** at the bottom.
4. Under **Privacy and security**, click the **Site Settings** button.
5. Select **Pop-ups and redirects**.
6. To disable the pop-up blocker, uncheck the **Blocked (recommended)** box.