

Hesston College Now Offering access to Microsoft full Office365 Suite

Faculty and Staff, now you can get Office for FREE!

Our school has made an agreement with Microsoft to provide Office to every one for free. This automatically updatable, subscription-based software ensures our faculty/staff and students always have the latest version of Word, Excel, PowerPoint, OneNote, and more for as long as they're an employee or student here and the program continues. Benefits include:

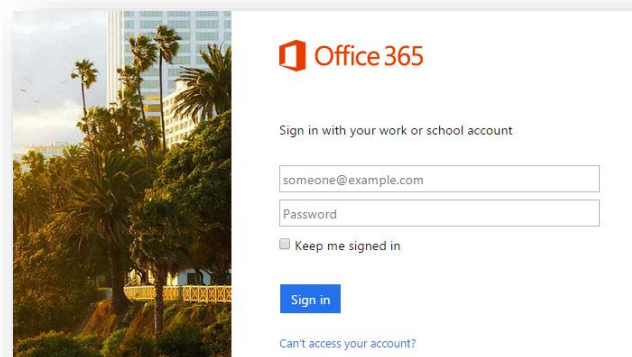
- Install on up to 5 compatible PCs and Macs, plus 5 tablets
- Use with OneDrive for automatic device syncing
- Gain valuable skills on the world's most popular document software
- Use the same programs to ensure full file fidelity

This offer is available to faculty/staff and students at Hesston College. To get your complimentary Office 365, follow these steps.

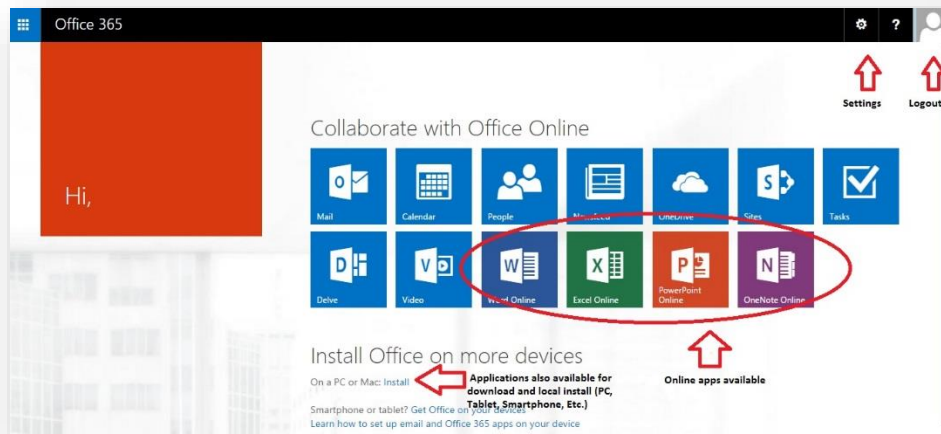
Note: Prior to accessing the Office365 portal *for the first time*, you will need to **reset** your Hesston password (pass.hesston.edu). This is a **required** step so your credentials are in sync with the college's network, Google, and Microsoft (Office 365). **You will be allowed to use your current password** as your new password after one password change, in other words...

1. Reset your Hesston password: <http://pass.hesston.edu>
2. Access Office365 Portal: <http://www.microsoftonline.com>
3. Login with your Hesston credentials (e.g. someone@hesston.edu and your password)

Office365 Login



Your Office 365 Portal



In the portal you can start using the online versions of Word, Excel, PowerPoint, Etc. or **download** and install these applications on your devices (5 compatible PCs and Macs, plus 5 tablets).

4. We strongly recommend that you to access these additional Office 365 resources:
 - [Office365 Resource Center](#) for additional information and training.
 - [Installing Office 365](#) on your own devices.