

Office 365

# Microsoft Office

- Some lab sessions will use Microsoft Office
  - Microsoft Access
  - Microsoft Excel
  - Microsoft PowerPoint
  - Microsoft Word
- The version used in the lab is Microsoft Office 2007
- However, as CMU student, you can get newer version of Microsoft Office, Office 365

## How to Access Office 365

1. Go to <https://portal.cmu.ac.th/microsoft-office-365>
2. Click "Sign in" orange button
3. Type in your student e-mail address, you will be taken to "Sign In" page
4. Type in account name (anything before the @) address and password
5. Click "Sign in" button

You can now choose to either install Office on your PC, or use Office Online.