Step 1: Navigate to Office365 website: www.memphis.edu/getoffice

Step 2: Log in with UofM email and password via Single Sign on (SSO) and Authenticate with DUO.

Step 3: Click Install Now

Step 4: Double click DMG to install

Step 5: Do not pause or stop the process during install

Step 6: Once installation is complete, sign in with UofM email & password.