# Download Office 365 on a Mac or iPad

1. Open the App Store and search for Office 365. Click on the product you wish to download.
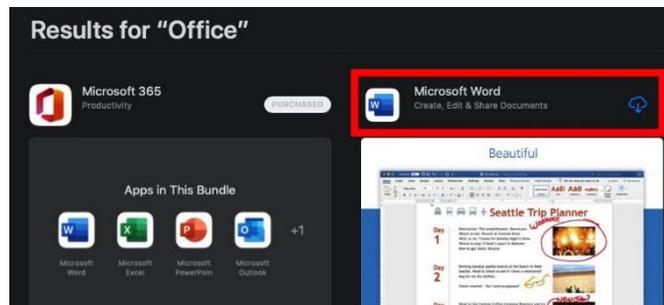

2. Once it has finished downloading, click on Open.

3. Click on either Sign in button to Sign into your account
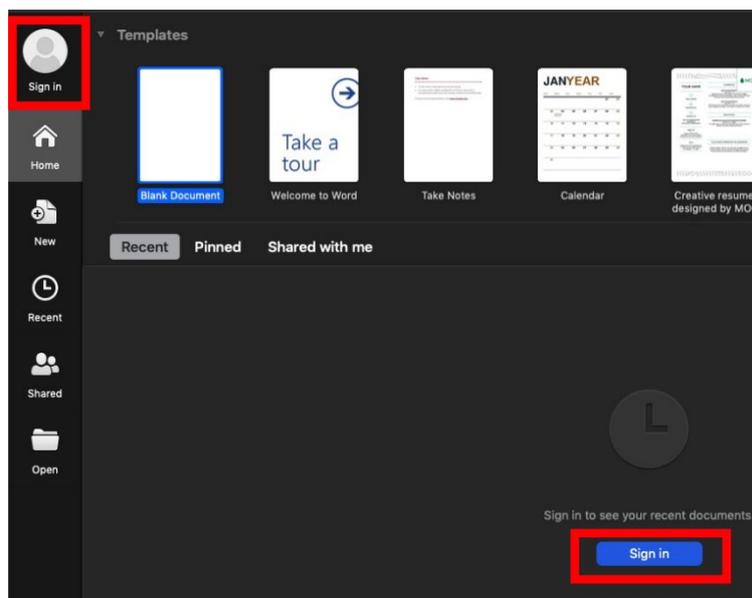
4. You will be prompted for your EQ email address
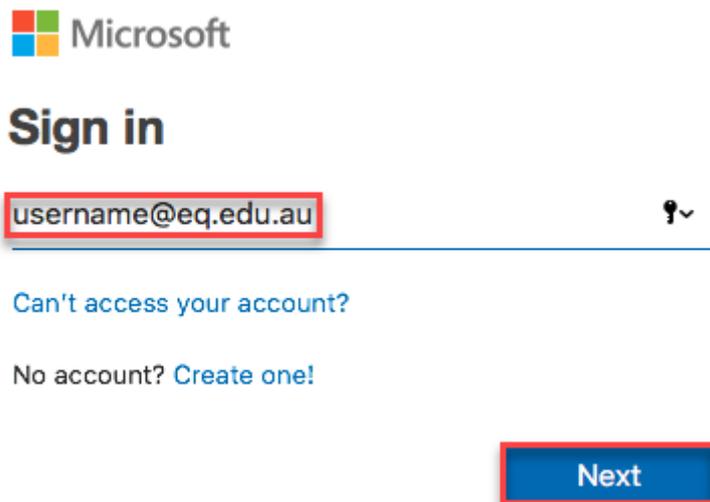
5. You will be redirected to the department's sign-in page.
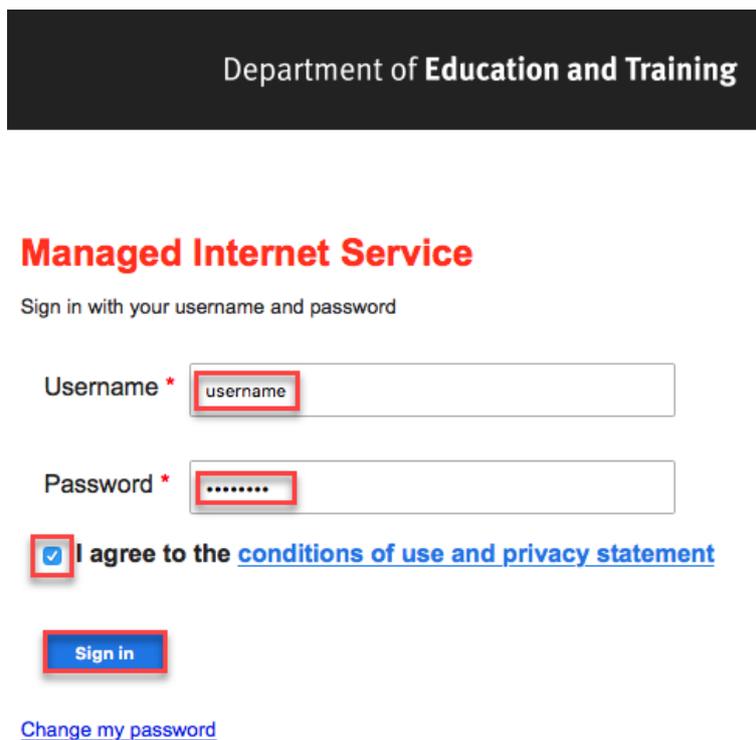
Type your username and password.

Tick 'I agree to the conditions of use and privacy statement'.

Click 'Sign in'.

Your Microsoft Office 365 software is now ready for you to use.