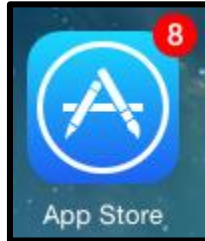


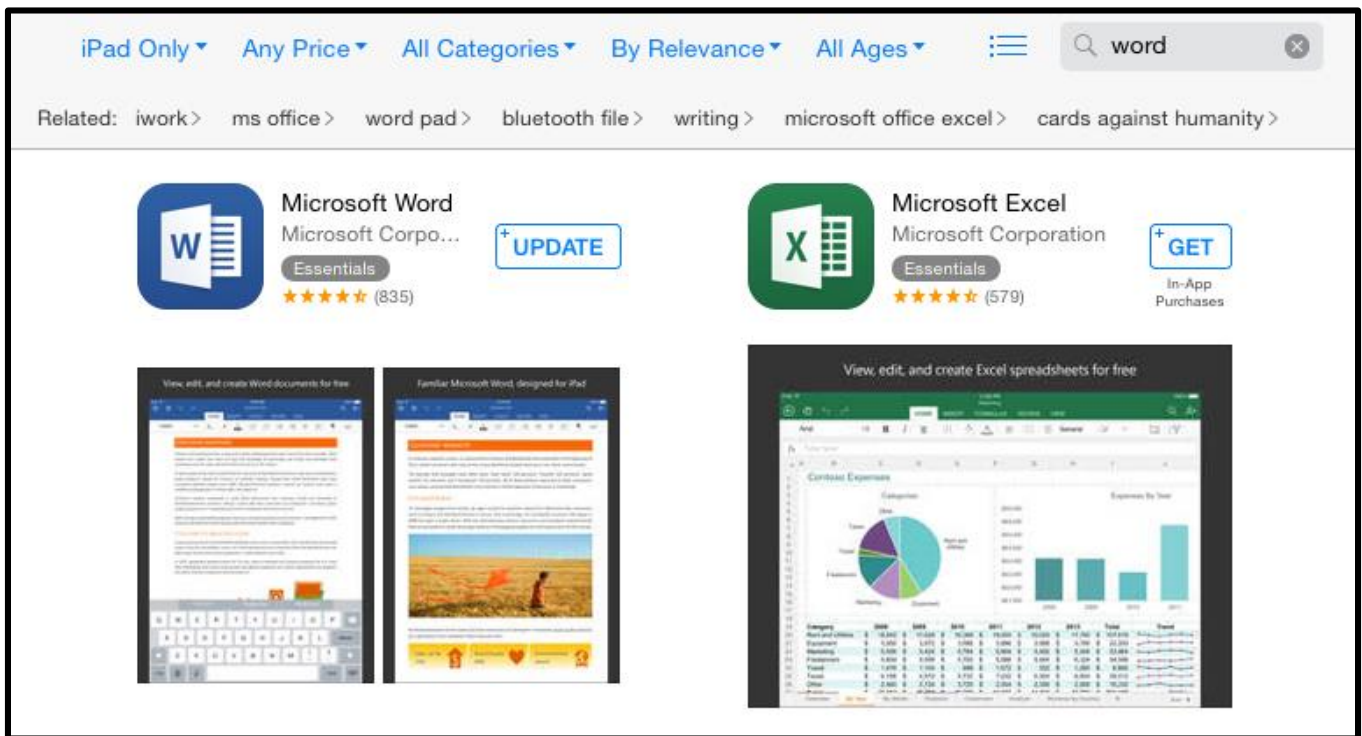
Office 365 Apps for iOS

With your Bucks Office 365 account, you have access to mobile versions of Office apps and OneDrive. You can create a document on your desktop computer and access it on the go with your mobile device and vice versa.

1. Open the **App Store** on your home screen.



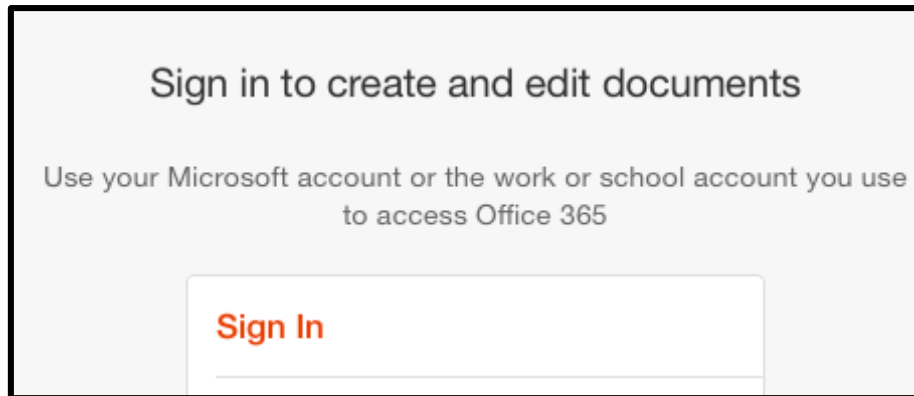
2. In the App Store you can search for Word, PowerPoint, Excel, or OneDrive. Click **Get** to download the app to your device.



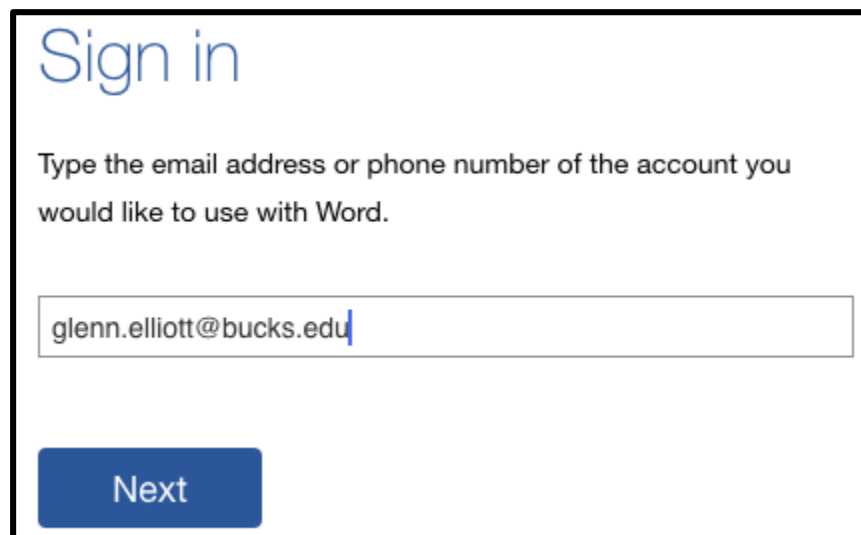
3. Once the apps are downloaded and installed, you will find them on your home screen.



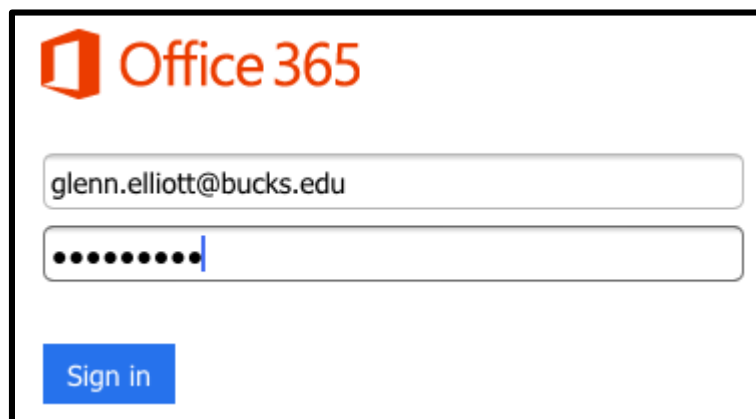
4. When you launch the app for the first time you will need to click **Sign In**.



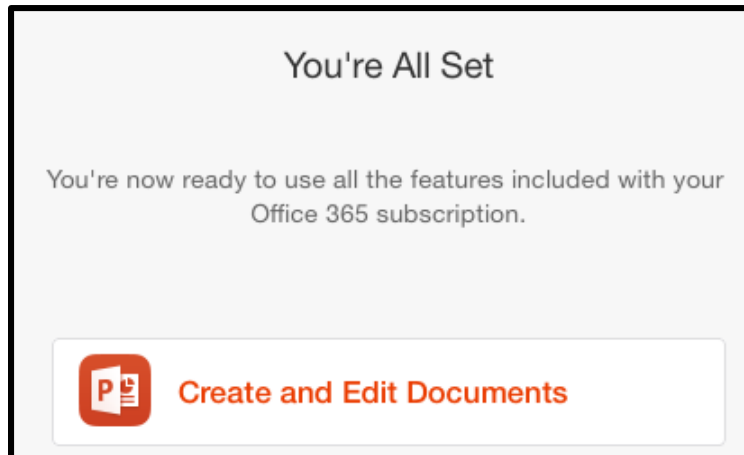
5. Enter your Bucks email address in the format firstname.lastname@bucks.edu and click **Next**.



6. Enter your Bucks **Password**. Your BucksMail password is the same as your Bucks password (used to access campus computers, Canvas, MyBucks, and library databases). Your password will expire every 180 days. Each time it expires, you will need to update it on the Password Manager, <http://www.bucks.edu/e-resources/password/> and make the changes on your iOS device as well.



7. After signing in, click **Create and Edit Documents**.



8. You can now create new documents or open existing document from your OneDrive account. Documents created and saved with your iOS device can be accessed from any other internet connected computer or device.

