



TOOWOOMBA

East

A QUEENSLAND STATE SCHOOL



Together Encouraging Students Success

24 March 2016

Did you know your child can get Microsoft Office 2016 free of charge, just for being a student at Toowoomba East State School? All you need is your child's school email address to sign in.



To help prepare your child for success this academic year, the Department of Education and Training has teamed up with Microsoft to provide free Office 2016 to every Queensland state school student. With Office 2016, your child will have access to the latest version of Word for writing, Excel for spreadsheets, PowerPoint for presentations, OneNote for organisation and notetaking, and much more.

You can install a complete version of the latest Microsoft Office on up to five compatible PCs and Macs, five tablets and five smartphones. Your Office subscription lasts for as long as your child is a state school student.

Ask your child to follow these simple steps to get Office:

- For PC and Mac, visit portal.office.com, login using your school email address, click through to install and follow the onscreen process.
- For tablets and smartphones, download from your app store and sign in with your school email address.

Visit www.education.qld.gov.au/office2016 for instructions on how to download and install Office 2016 to your personal home computers. If you have any trouble, contact our school IT administrator Anna Bein by email on abein5@eq.edu.au

Your child's MIS ID is: