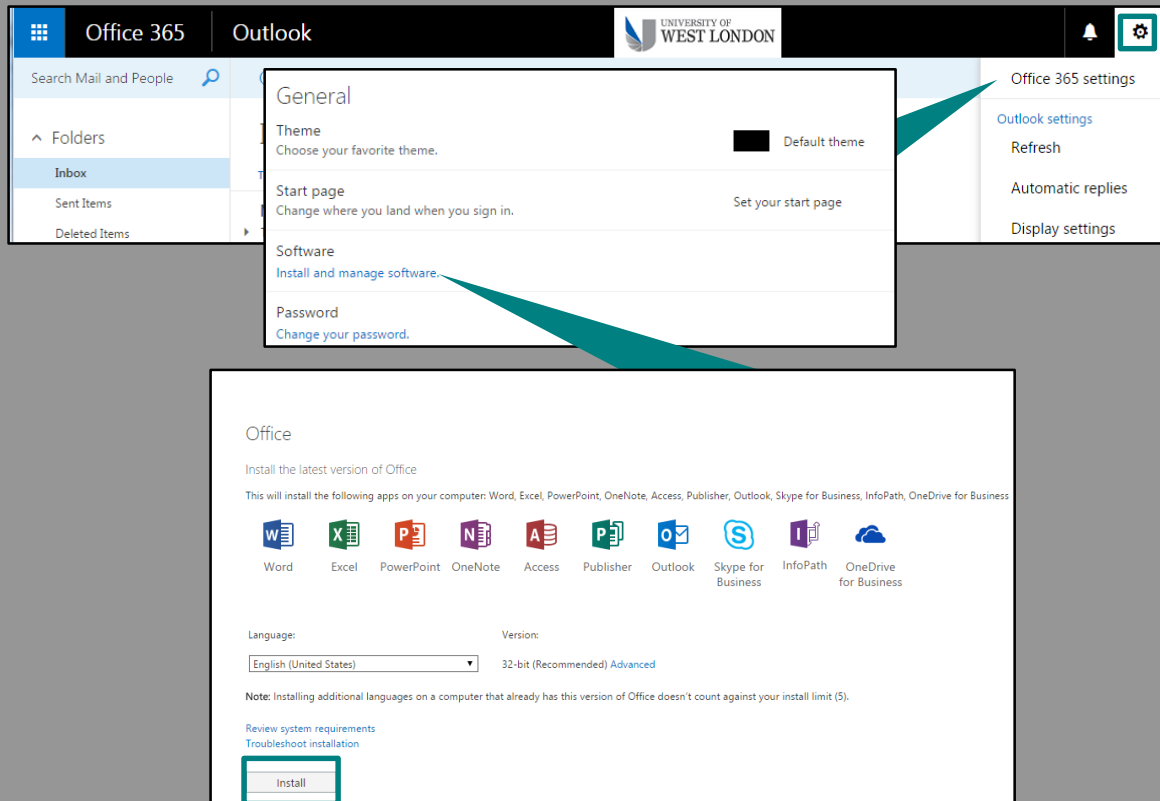


How to get free software for your personal device

UWL has signed up to the Microsoft Student Advantage, which enables you to download and install the Microsoft Office applications on up to 5 devices while you are a student at the University.

To download the software for a Windows PC/laptop or Apple Mac:

1. Log into the **Student Portal**.
2. Click **My E-mail**. Outlook Web Mail opens in a new tab.



3. Click the **Settings** (cog wheel) button.
4. Select **Office 365 Settings**.
5. Select **Install and Manage Software**.
6. Click **Install**.
7. Double click the downloaded executable file to install MS Office.

Note You will need to activate the software by logging in with your UWL e-mail address and normal password.

Statistical analysis software

If you require SPSS (numerical analysis software) or nVivo (qualitative analysis software), contact the IT Service desk and request the form for the software you require. Once you have completed the form, send it back to the IT Service desk. They will then send you a serial number and the link that you will need to download the software onto your personal device