

TURRAMURRA

HIGH SCHOOL

Instructions on how to install the following three programs

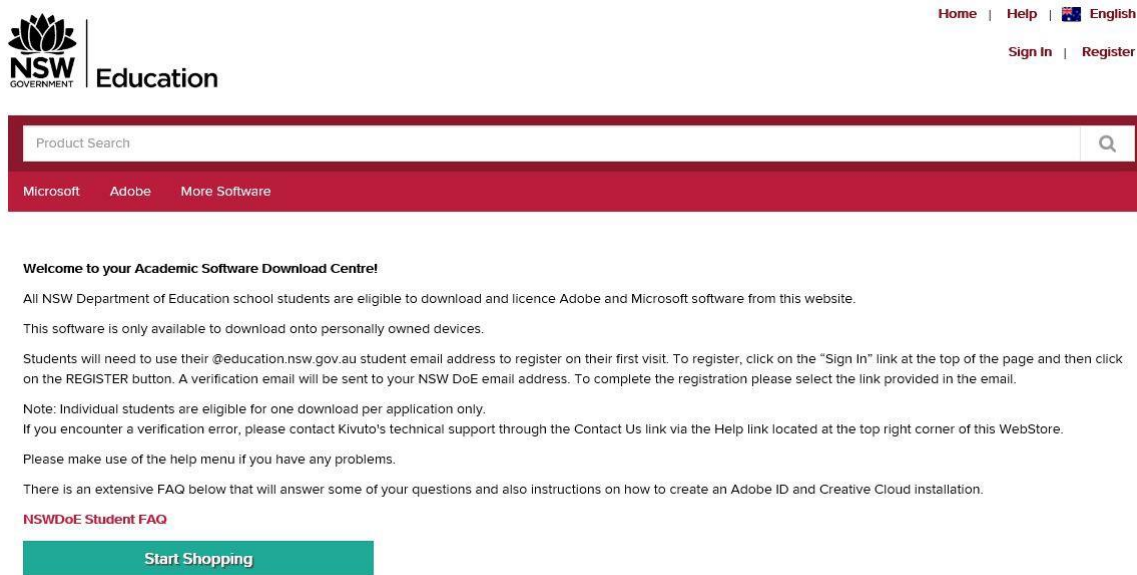
1. Microsoft Office 2016 and 2019 installed (Free)
2. Adobe Creative Cloud installed (Free)
3. Windows 10

All NSW Department of Education students have access to install Microsoft Office 2016, 2019, Adobe Creative Cloud and Windows 10 Software free on computers they use.

Students are blocked from downloading and installing Microsoft Office at school. **The school advises you to install these programs at home using your personal Internet connection because sometimes the NSW Department of Education wireless service could block these types of downloads.**

The NSW Department of Education has a website from where this software can be downloaded.

1. Go to this website: <https://nsw-students.onthehub.com/WebStore/Welcome.aspx>
A screenshot of the website is shown below.



2. You need to click on "Register" at the top right hand side of the page.
3. Then, you will need to write your "Organisation-issued Email Address (e.g. @education.nsw.gov.au)".

A screenshot of this step is shown below.

The screenshot shows the NSW Education WebStore interface. At the top left is the NSW Government logo and 'Education' text. At the top right are links for 'Home', 'Help', 'English', 'Sign In', and 'Register'. Below the navigation is a search bar with 'Product Search' and a magnifying glass icon. Underneath the search bar are tabs for 'Microsoft', 'Adobe', and 'More Software'. The main heading is 'Account Verification > Verify Email Address'. Below this is a paragraph of text: 'Only the students and faculty of participating schools are eligible to place orders on this WebStore. The quickest way to verify your academic status is to enter your school-issued email below.' This is followed by a label 'Organization-Issued Email Address*' and an empty text input field. Below the input field is a red 'Continue' button. At the bottom left, there is a link: 'Can I register any other way?'.

4. Type your email when prompted: first.surname@education.nsw.gov.au
5. You will then be asked to complete an Account Registration page. Fill in all the details accurately.

Under the "Your Organisation" section, select NSW Department of Education and for the "Group" of which you are a member, select 'Students'. Once the form is complete, click 'Register'. You will be sent an email verification with further instructions. Open your school email, read and follow the instructions.

6. Now that your account has been registered, you need to go back to this page <https://nsw-students.onthehub.com/WebStore/Welcome.aspx> and Sign In. When signing in you need to use your first.surname@education.nsw.gov.au email and the password that you created when you registered.
7. You can now download the software from this website for free.

Select your software. Click on the Microsoft Tab for Microsoft Office 2016, 2019 and Windows 10.

A screenshot showing Microsoft software is shown below.

The screenshot shows the NSW Education website's Microsoft software download page. At the top left is the NSW Government logo and 'NSW Education'. At the top right are navigation links: 'Home | Help | English' and 'Sign In | Register'. Below this is a search bar labeled 'Product Search' with a magnifying glass icon. A red navigation bar contains 'Microsoft', 'Adobe', and 'More Software'. The main content area is titled 'Microsoft' and includes a welcome message: 'Welcome to your Academic Software Download Centre!'. It states that all NSW Department of Education school students are eligible to download and license Adobe and Microsoft software. It provides instructions on how to register using a student email address and mentions a verification email. A note states that individual students are eligible for one download per application only. It also provides contact information for technical support and a link to an extensive FAQ. Below the text are five software product tiles: 'Windows 10', 'Office Professional Plus 2019 (PC Only)', 'Office Home & Business 2019 (MAC/PC)', 'Office Professional Plus 2016 (PC Only)', and 'Office Home & Business 2016 for Mac'. At the bottom, a disclaimer states that users must be a member of an academic organization to qualify for software discounts and must provide proof of academic affiliation to register.

7. Click on the software that you wish to download and then click on "Add to cart". You do not need to select any additional accessories. Click "Check Out". Read the terms and click "I Accept". Fill in your order form and click "Proceed with order". Click "Start Download".

Remember to save your Product Key in a safe place as this allows you to activate your product.

8. In order to download Adobe Creative Cloud products, you need go to:
<https://creativecloud.adobe.com/>
When signing in you need to use your first.surname@education.nsw.gov.au email and the school password