NGEE ANN POLYTECHNIC

Courses that require an Apple MacBook only require **2 software**:
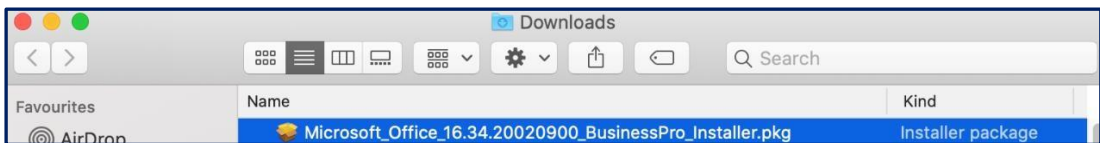
1) Microsoft Office 365
2) Adobe Creative Cloud

This document shows you how to download and install Microsoft Office 365 and Adobe Creative Cloud on macOS on MacBook. Images may vary on different operating systems and Internet browsers.
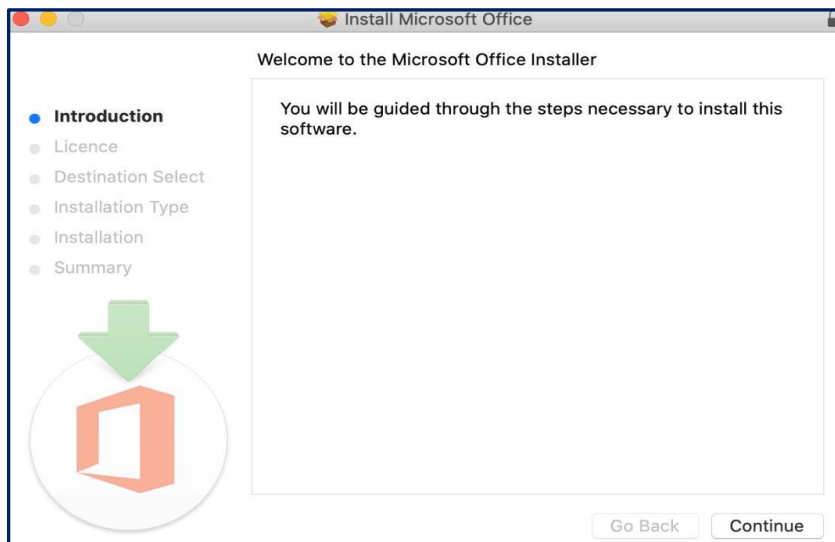
Microsoft Office 365

1. Go to Microsoft's site and download the MacOS O365 installer.
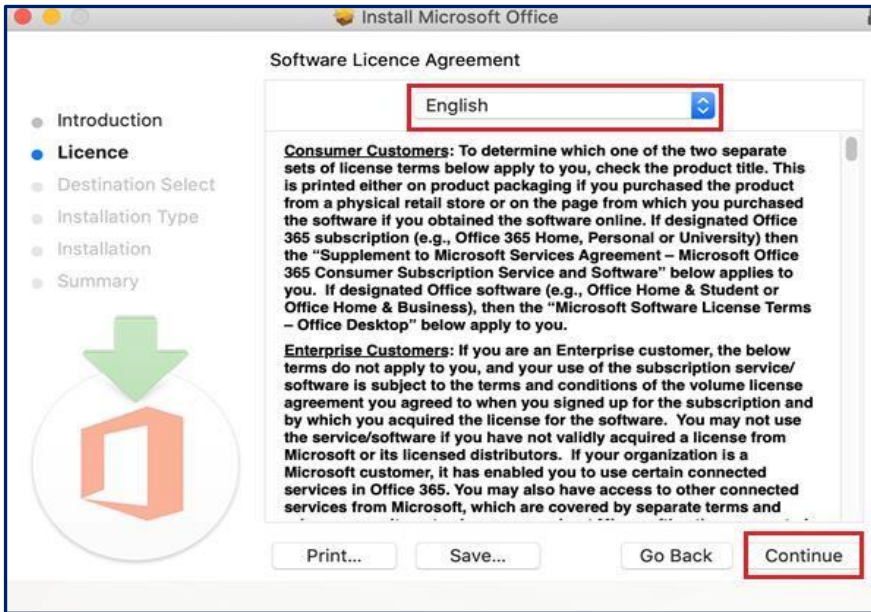   https://www.microsoft.com/en-us/microsoft-365/download-office

2. Go to your **Downloads Folder** and double click the installer (**Note**: The filename might be different).
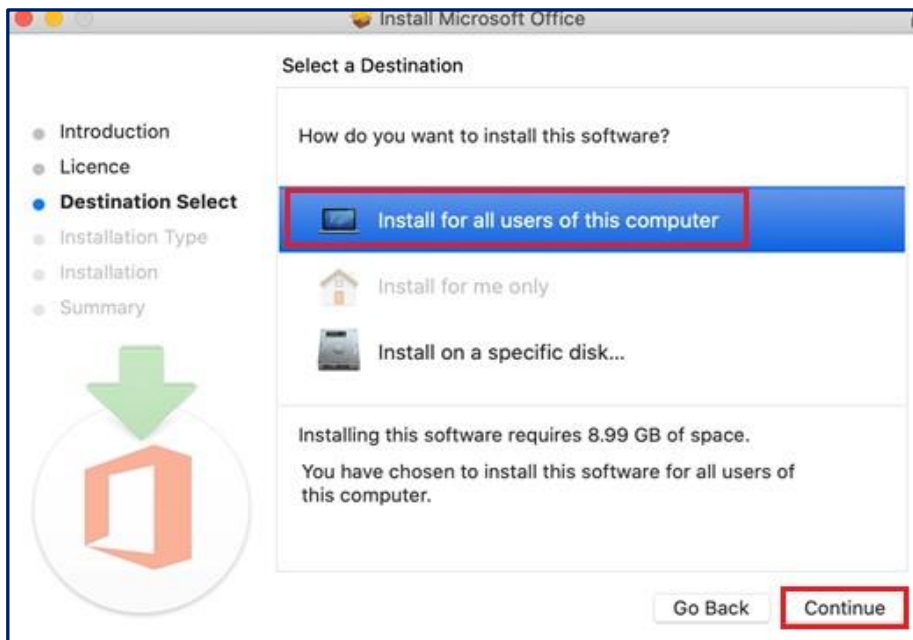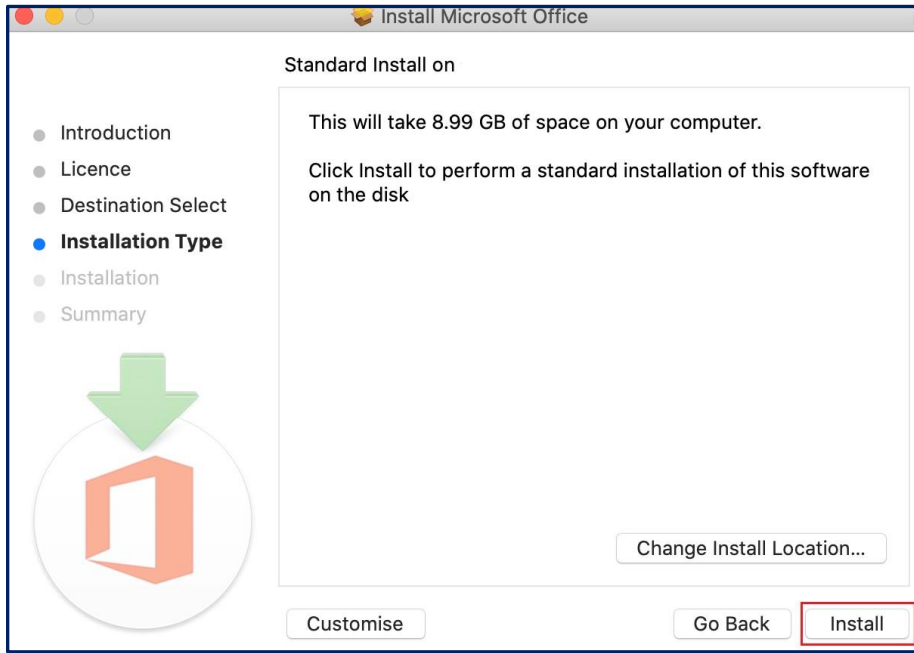

3. Click **Continue**

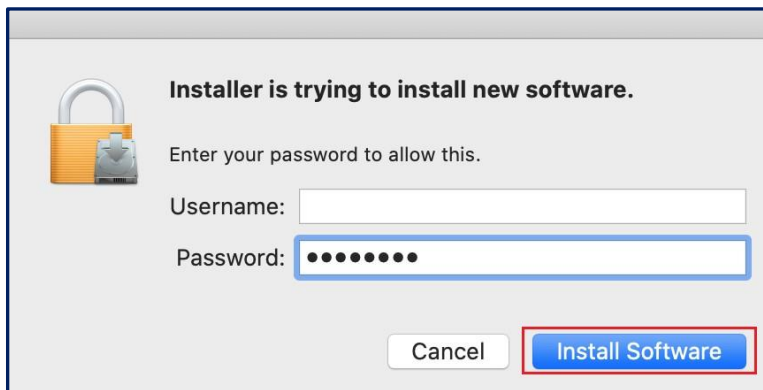4. Select **English** and click **Continue.**

5.   Click on **Install for all users of this computer.** Click **Continue**.
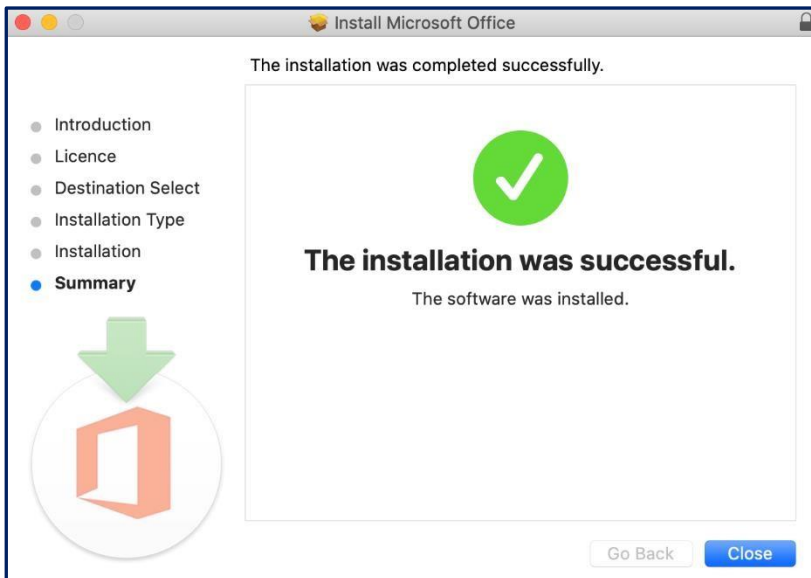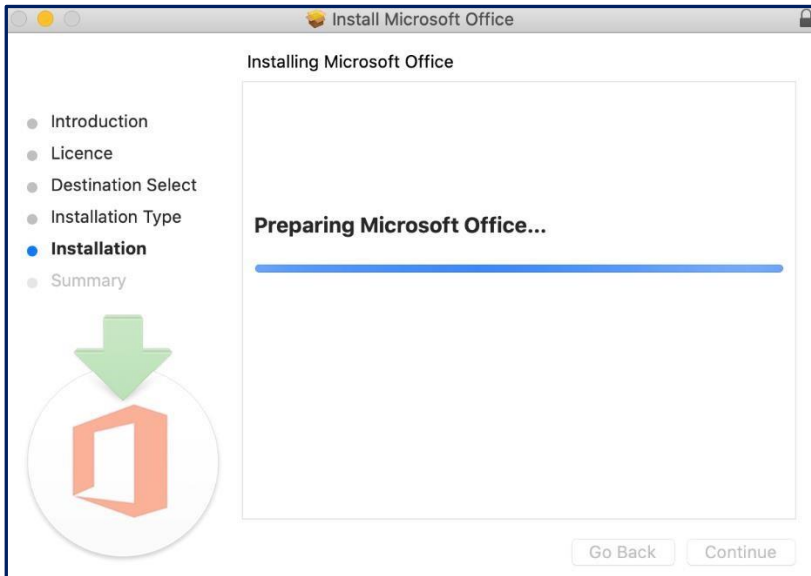

6.   Click **Install**.

7. Enter your **Macbook user ID** and password. Then click on **Install Software**.
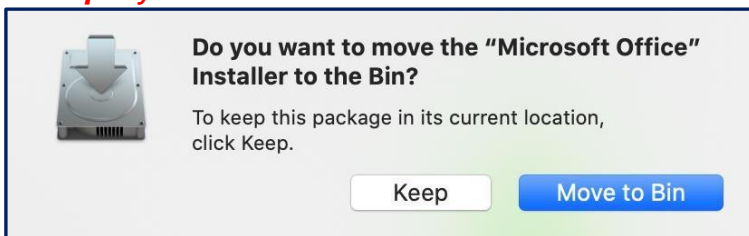

8. Microsoft Office will start to install. Please wait till installation is successful.
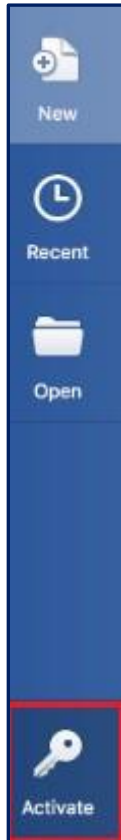
9. You will receive this prompt to either select **Keep** or **Move to Bin.**
   *Select **Keep** if you wish to save the installer else click **Move to Bin.***

10. Launch Microsoft Office 365**.**
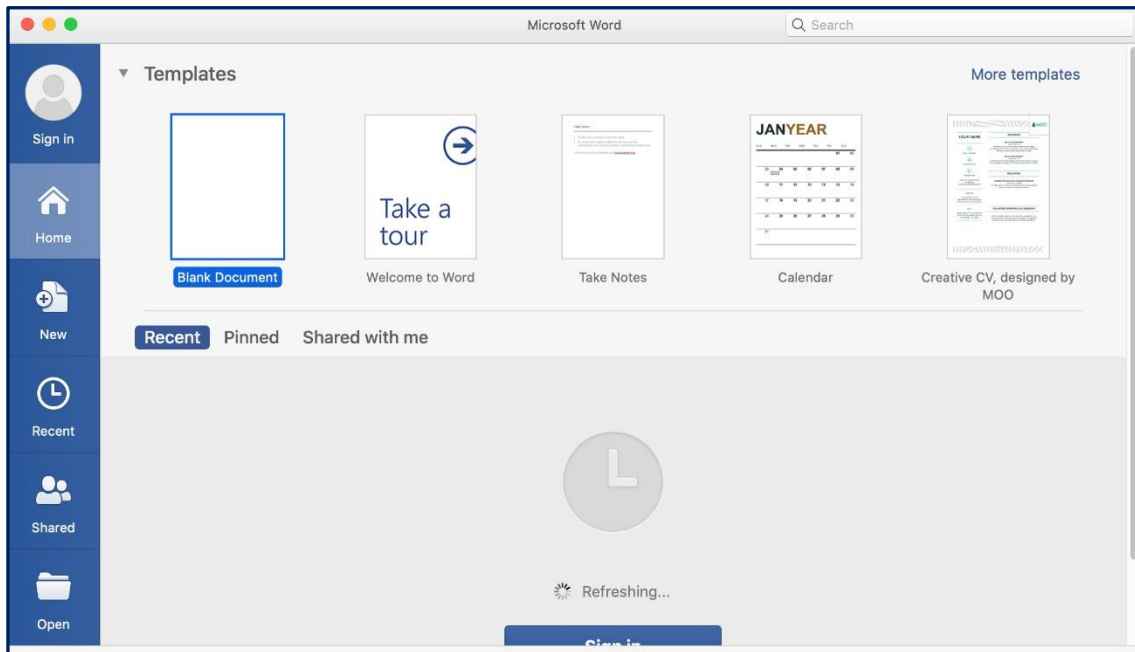
11. Look for **KEY** icon, click on **Activate**.

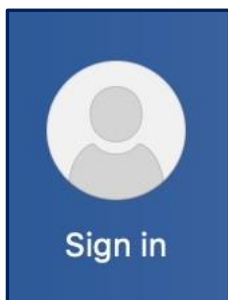12. Sign in to your student email and password. Click **Sign in**.
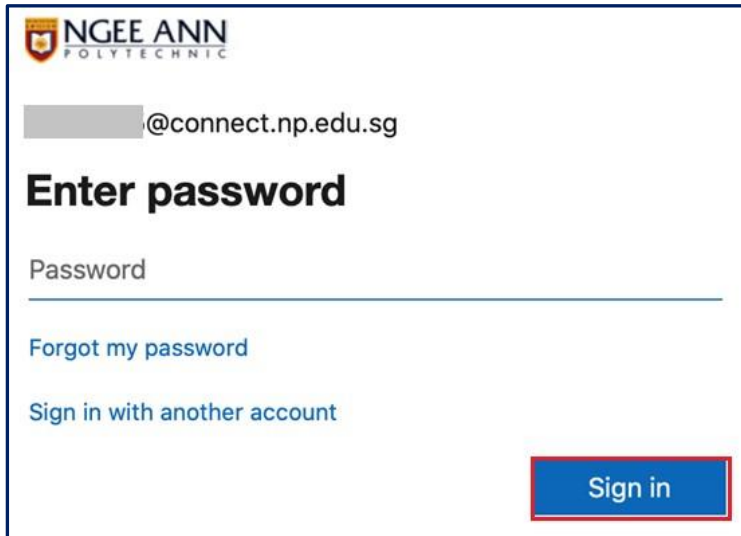
13. After activation, you will see this page.

Signing into your MS Office account:

    a. Click **Sign In**

    b. Login with your Student email and password. Click **Sign In.**

c. Once successfully login, you will see your name and email.

Adobe Creative Cloud

1. Go to https://creativecloud.adobe.com/en/apps/download/creative-cloud
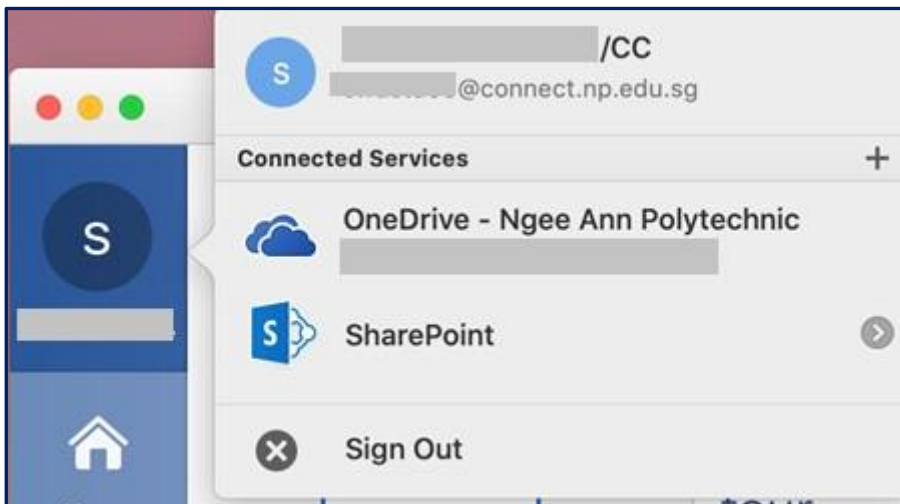
2. Click on **Download Creative Cloud**.

3. Once Creative Cloud has downloaded, launch the installer in the downloads folder. The file should be **Creative_Cloud_Installer.dmg**

4. Double-click the folder to install Adobe Creative Cloud.

5. Once installed, sign into Creative Cloud using your Connect email (e.g. s12345678@connect.np.edu.sg) and password.
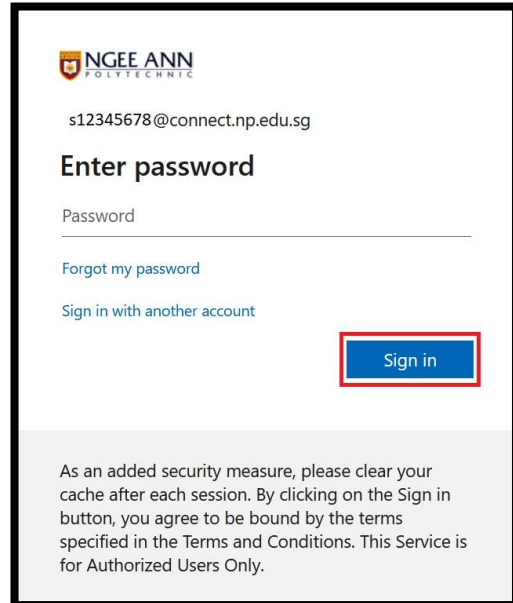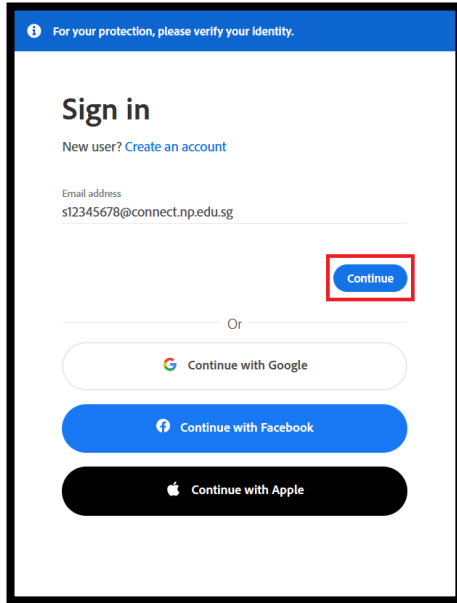
6. Select "Company / School Account".

7. Once signed in, Click on **All Apps** to find the list of Adobe software for installation. **Install the required software for your course.**