![Dokkyo University logo] 獨協大学 DOKKYO UNIVERSITY

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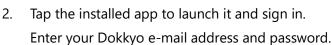## Installation Manual /Microsoft 365 Apps for Android Phone

If you are signing in to Microsoft 365 website from off-campus internet netwaork for the first time, you will need to set up an MFA. Check the MFA Setup manual for Microsoft 365 beforehand and complete the setup.

What you need in oder to install it.

・Android Phone

・Dokkyo e-mail address and password

Setup procedure for Android Phone

1. Get 'Microsoft Office:Edit&Share' app which combines Word, Excel and PowerPoint into one app, or an individual app such as Word, Excel and PowerPoint from the Google Play.

2. Tap the installed app to launch it and sign in.
   Enter your Dokkyo e-mail address and password.

E-mail addresses starting with "g**" for students and "k**" for teachers.

The same password as Dokkyo webmail and manaba.

3. When the registered smartphone notified to acknowledge the sign-in request, tap 'Approve' to complete the installation.

1

📱 The content displayed may differ depending on your smartphones environment