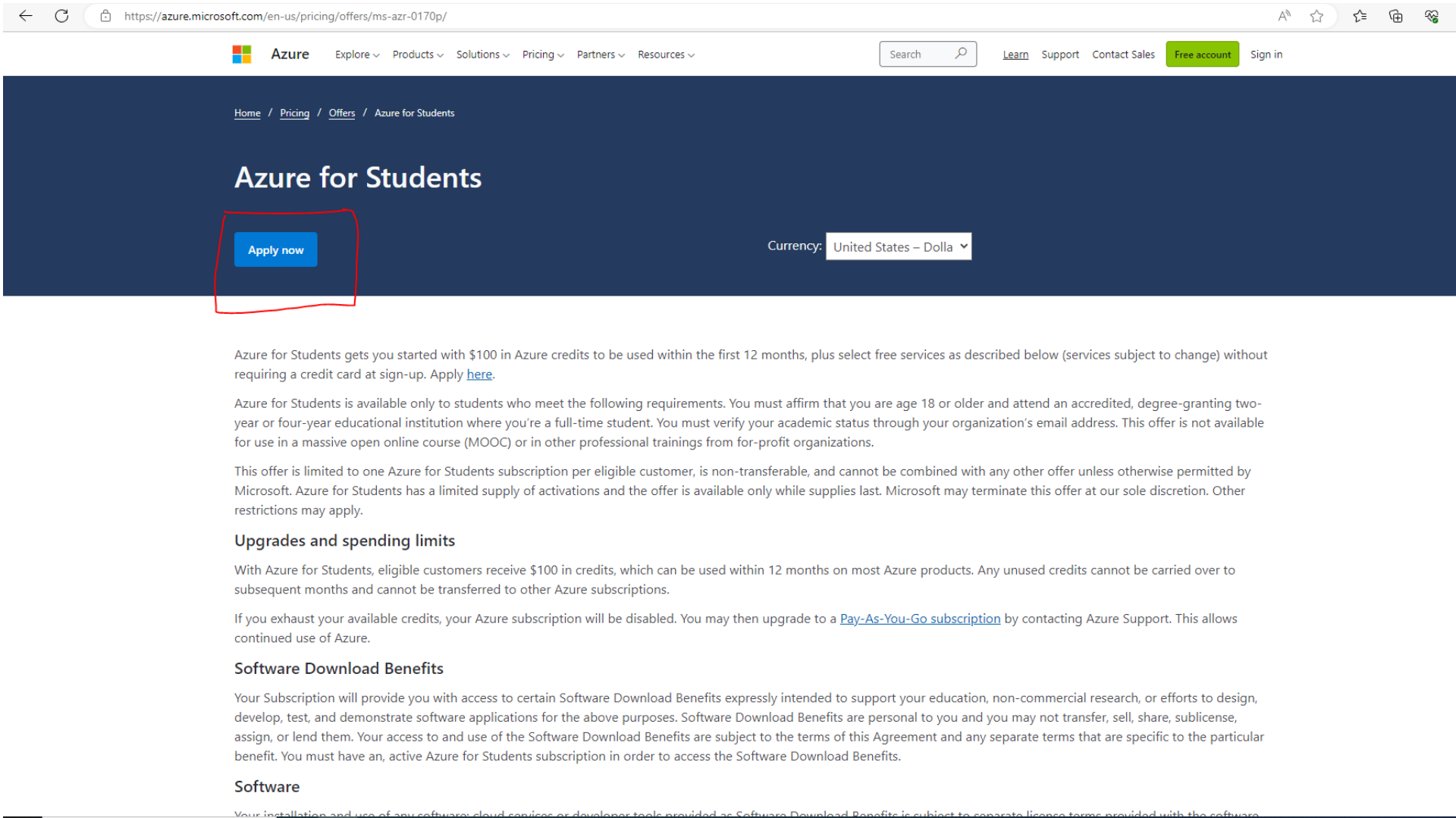
Instructions for Downloading

Microsoft Project

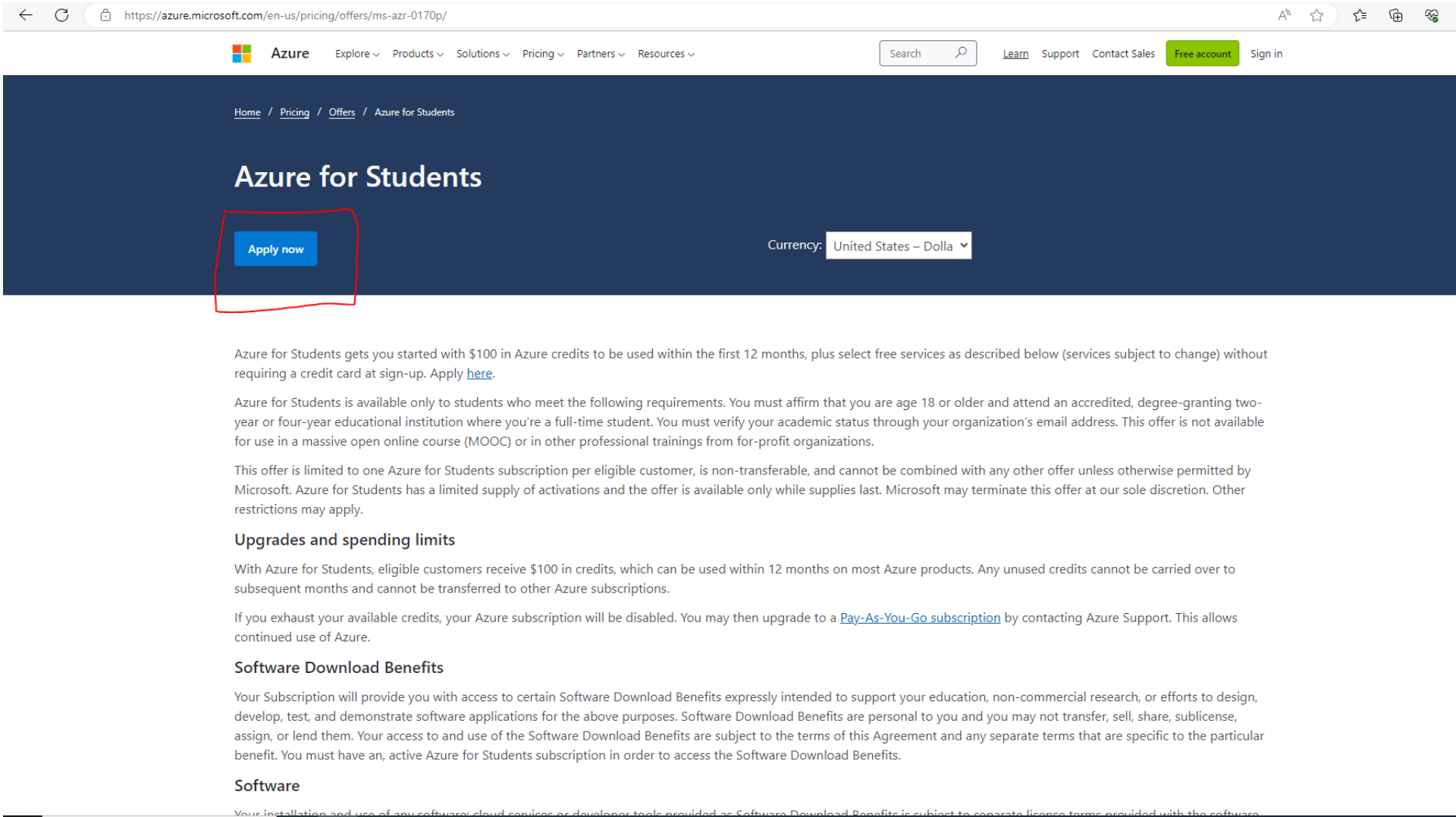
Step - 1

Go to: https://azure.microsoft.com/en-us/pricing/offers/ms-azr-0170p



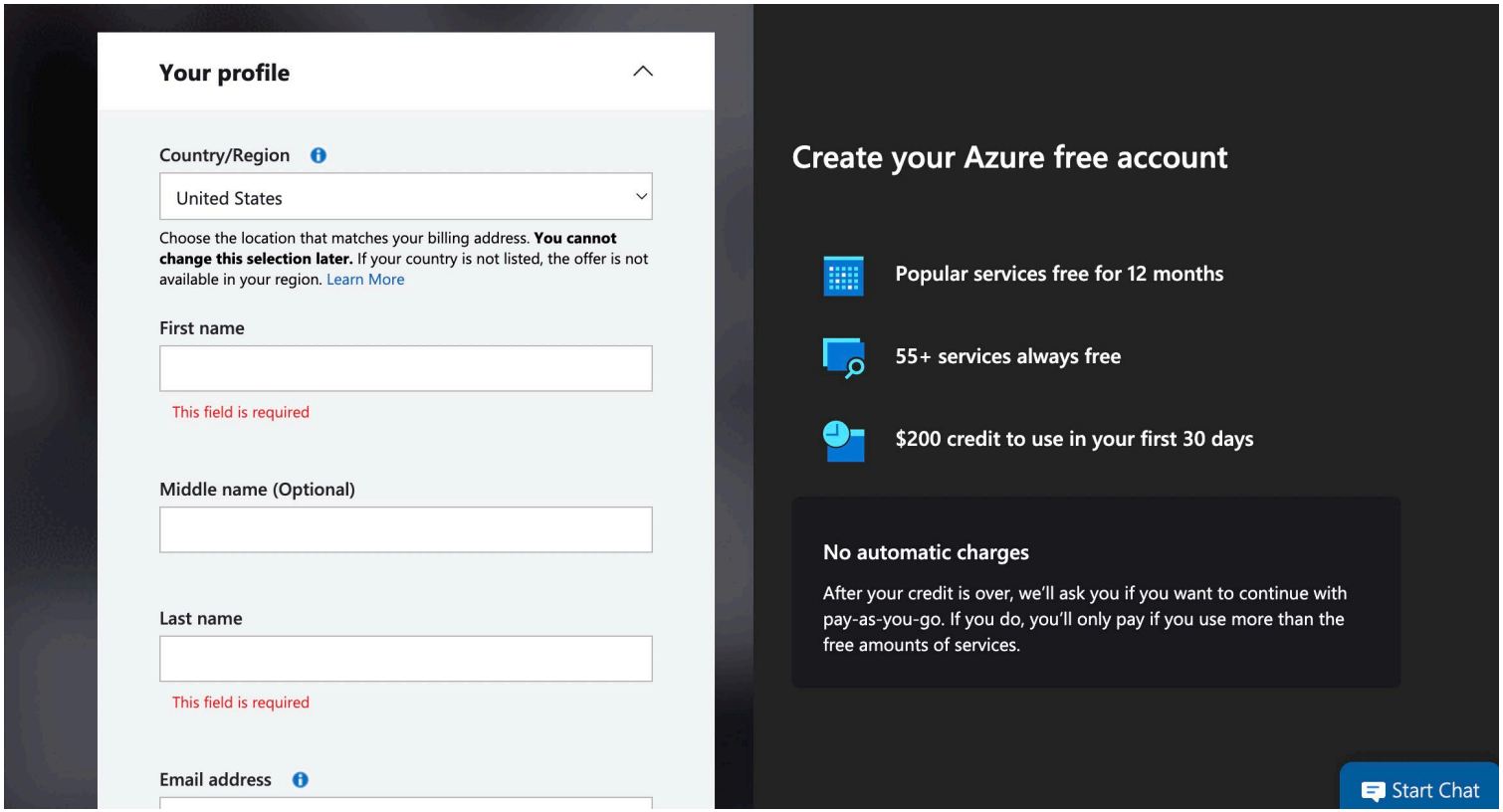
Step - 2

- ***Click*** the **Apply now** button



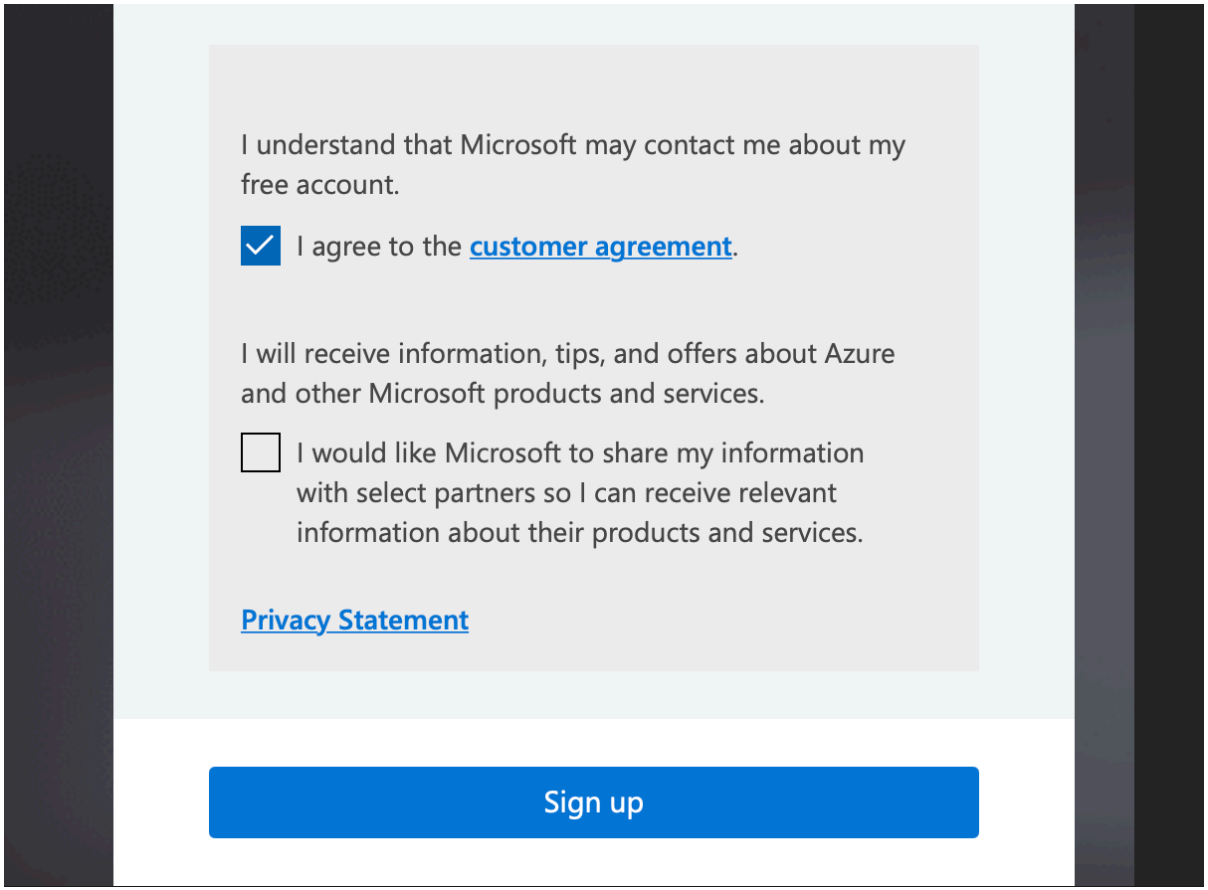
Step – 3

- A *Sign in* window will appear and you will insert your UTSA email address



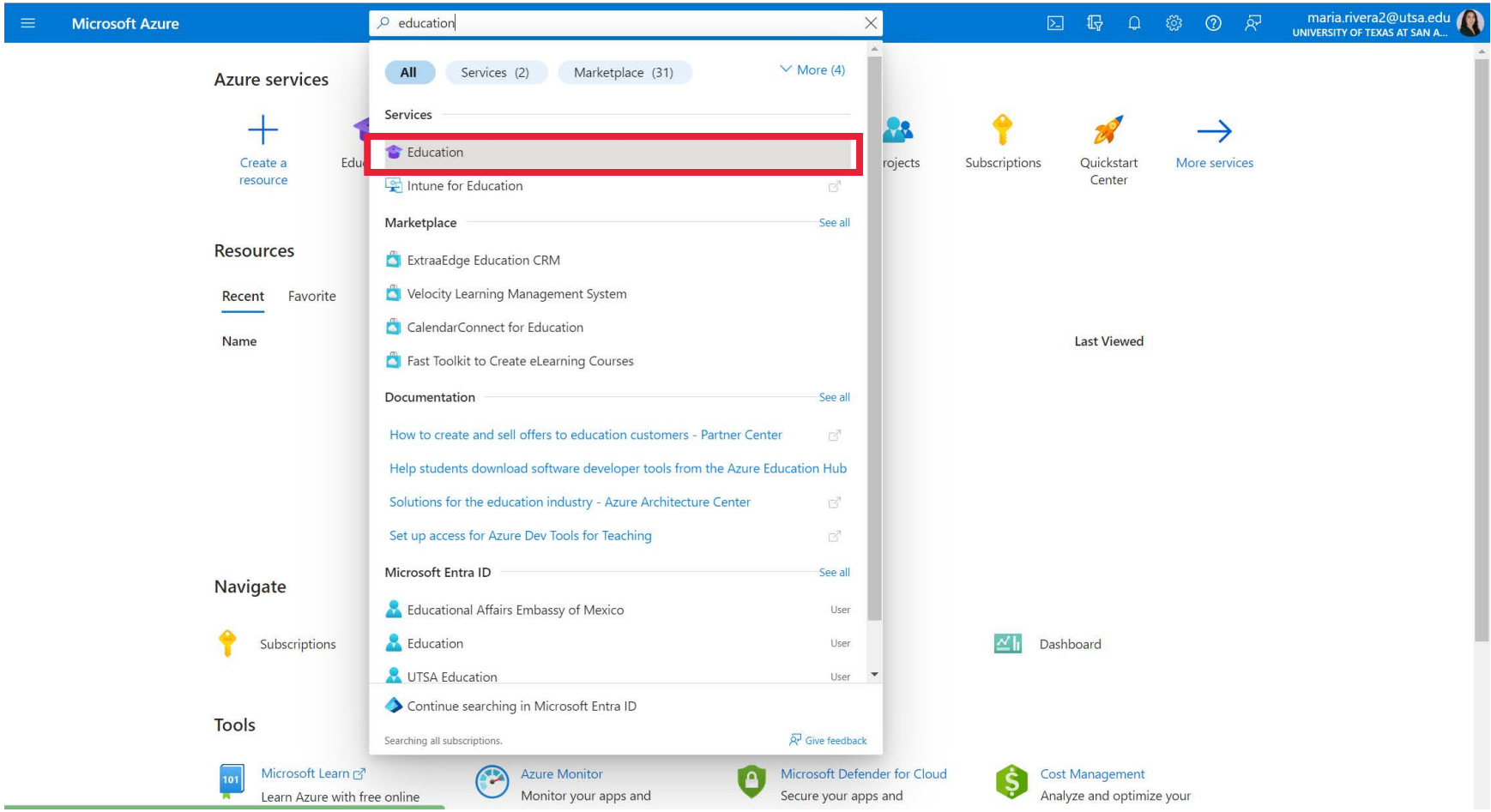
Step – 4

- After a successful login and filling out the information, check the box for the Agreement and ***click*** the button **Sign Up.**



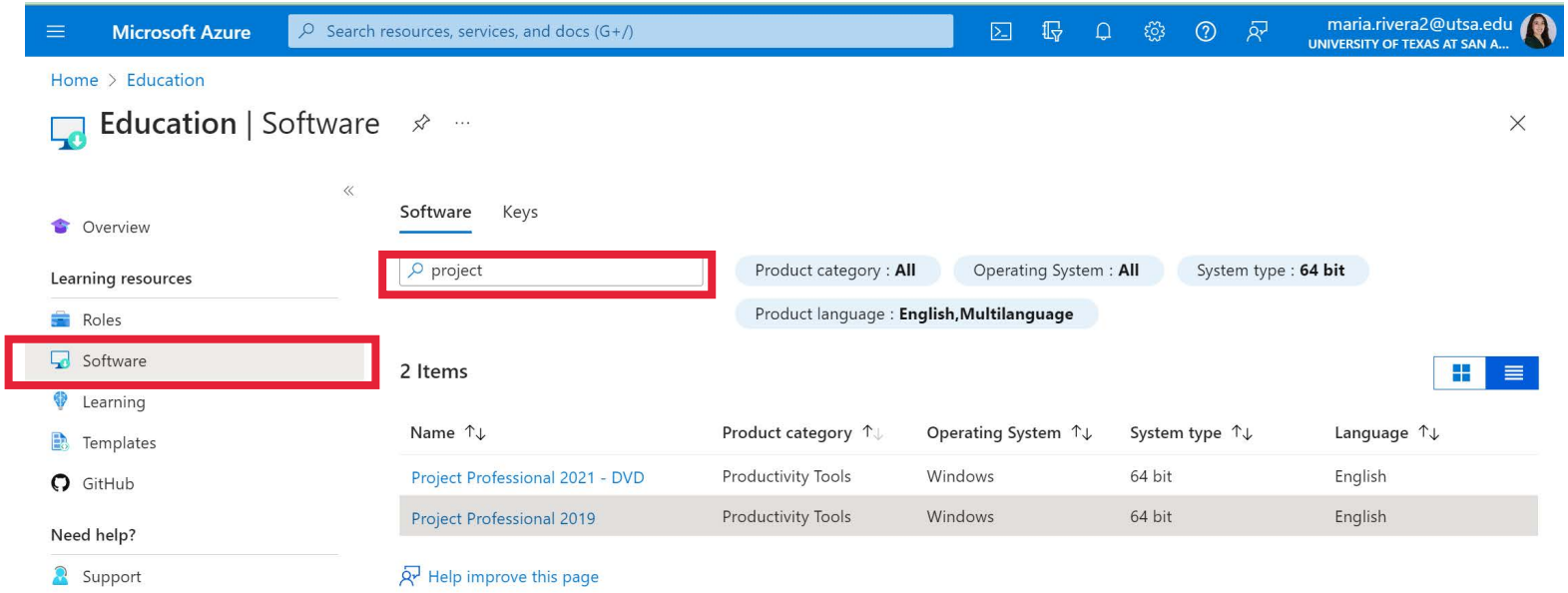
Step – 5

- On the search bar type in **Education,** and then click on the item.



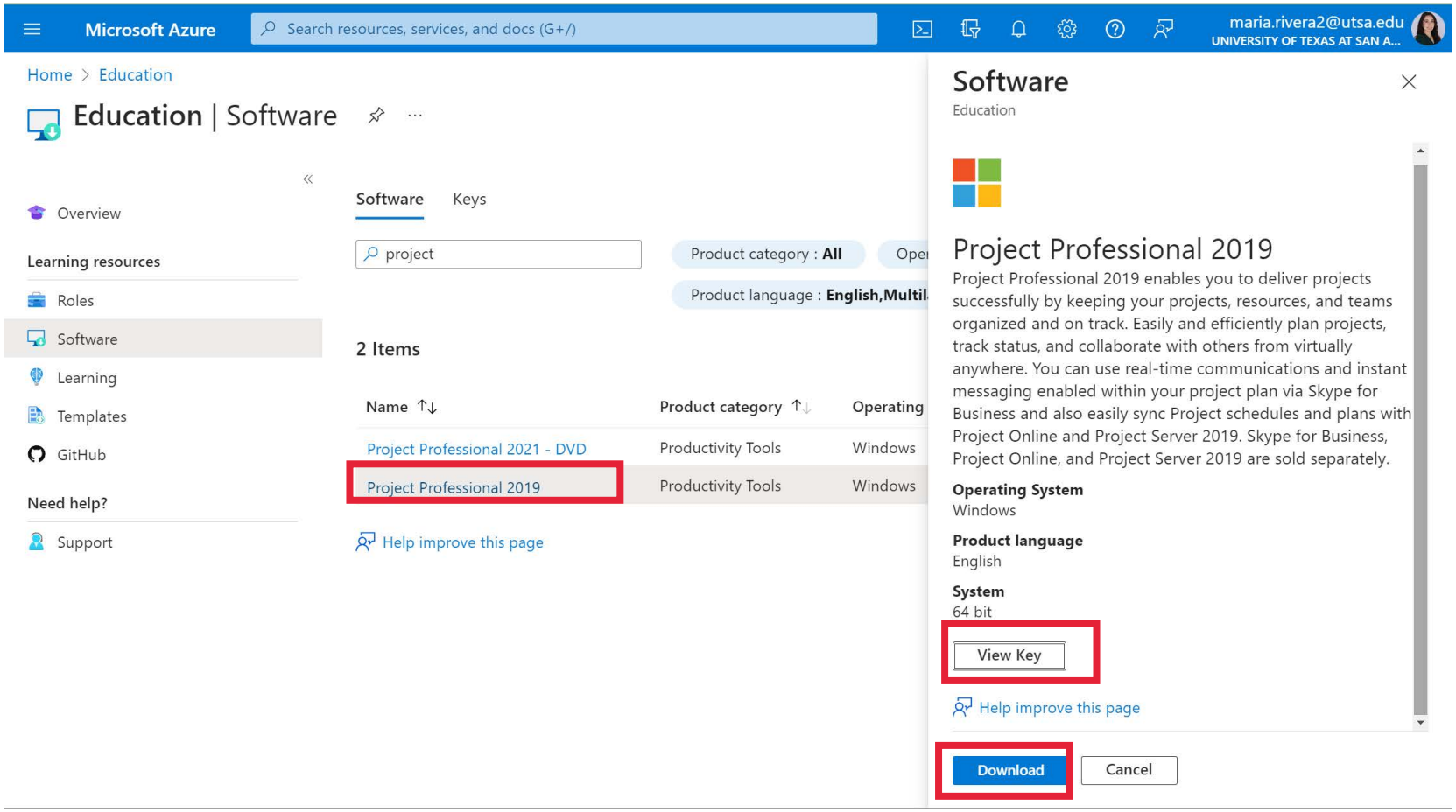
Step – 6

- Click on **Software**
- Search type **Project**



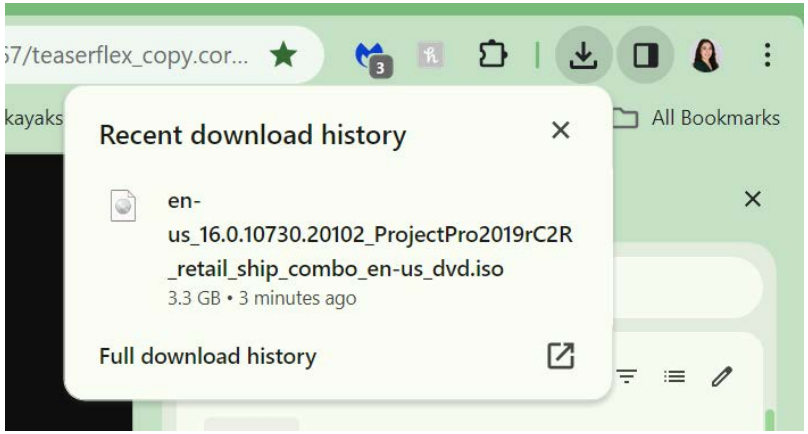
Step – 7

- Click on the Project version that you wish to install
- Click on **View Key,** then **copy this key** it will be needed for Step 11
- Click on Download button

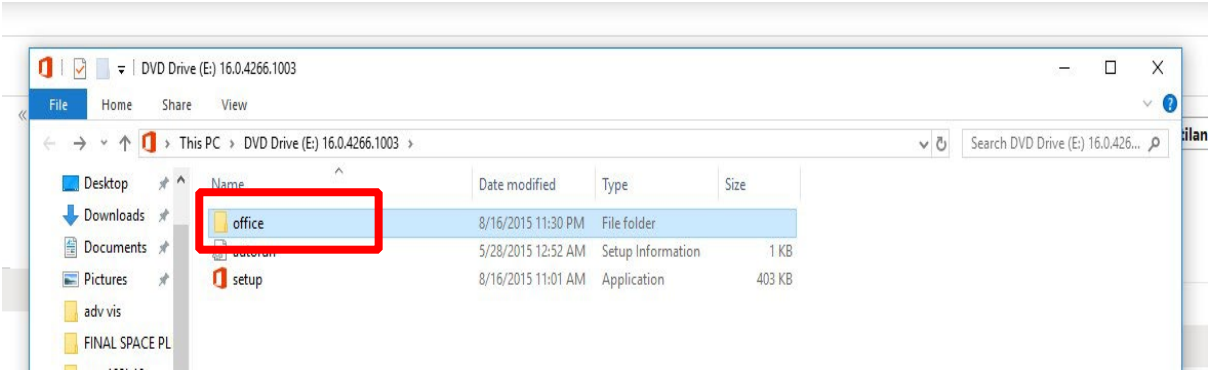


Step - 8

- Once the download has finished **Open** your Downloads folder and select the file to **Open** it.

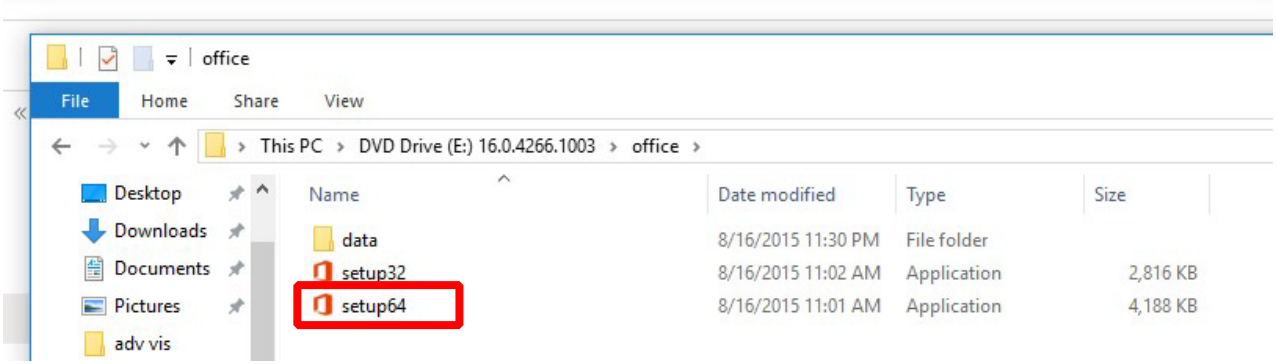


- The file explorer will come up with the contents that were downloaded. ***Double-Click*** the **Office** folder.



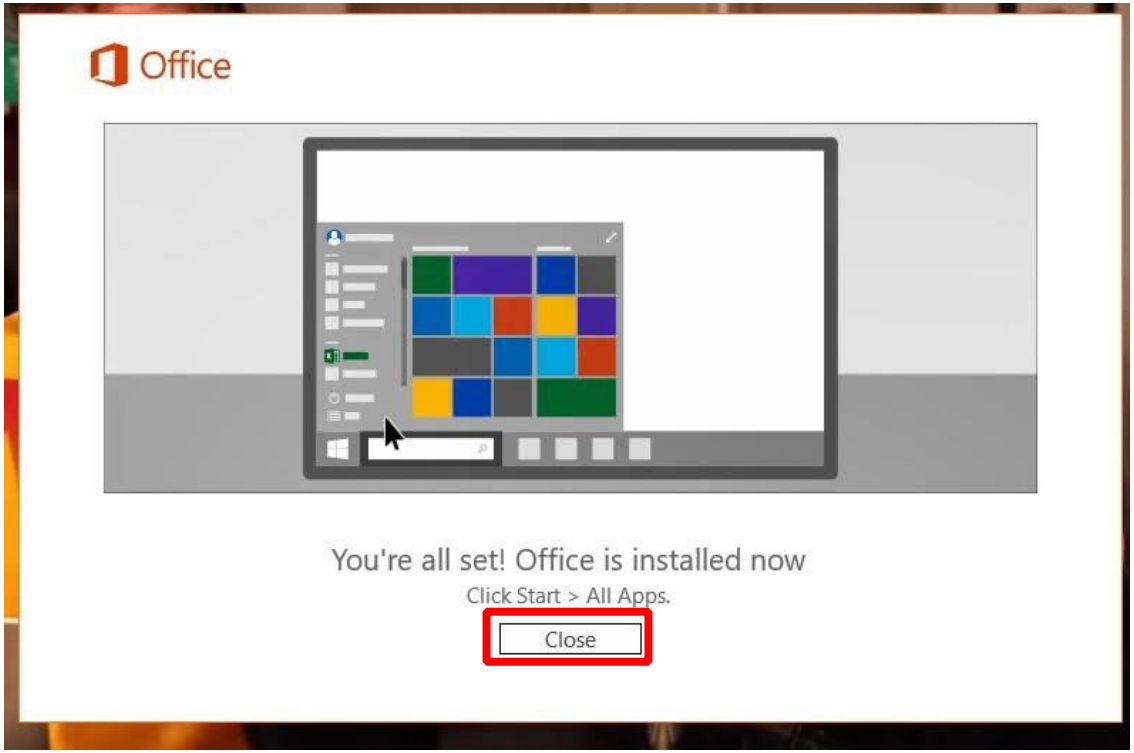
Step - 9

- In this folder you will find the applications to start the install. ***Double-Click*** the application **setup64.**



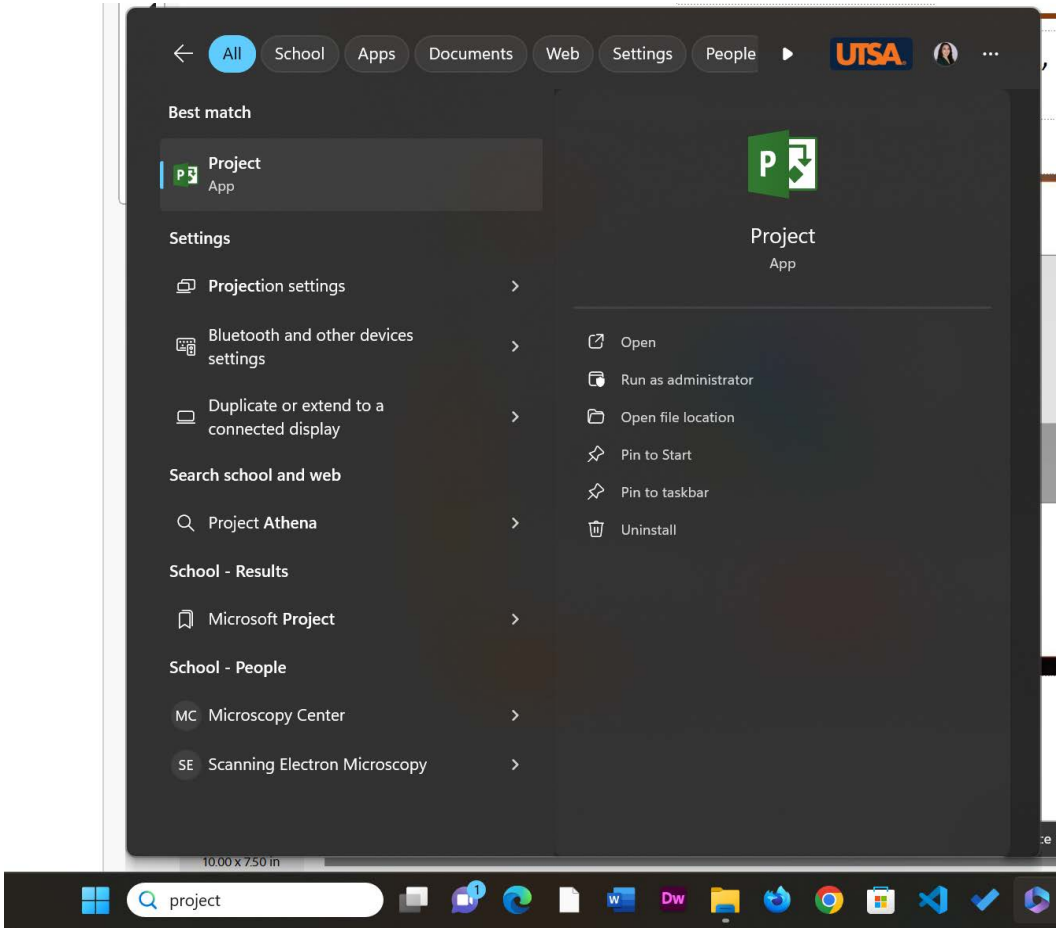
Step - 10

- It will take a few minutes for the install to download, once it finishes ***click*** the **Close** button



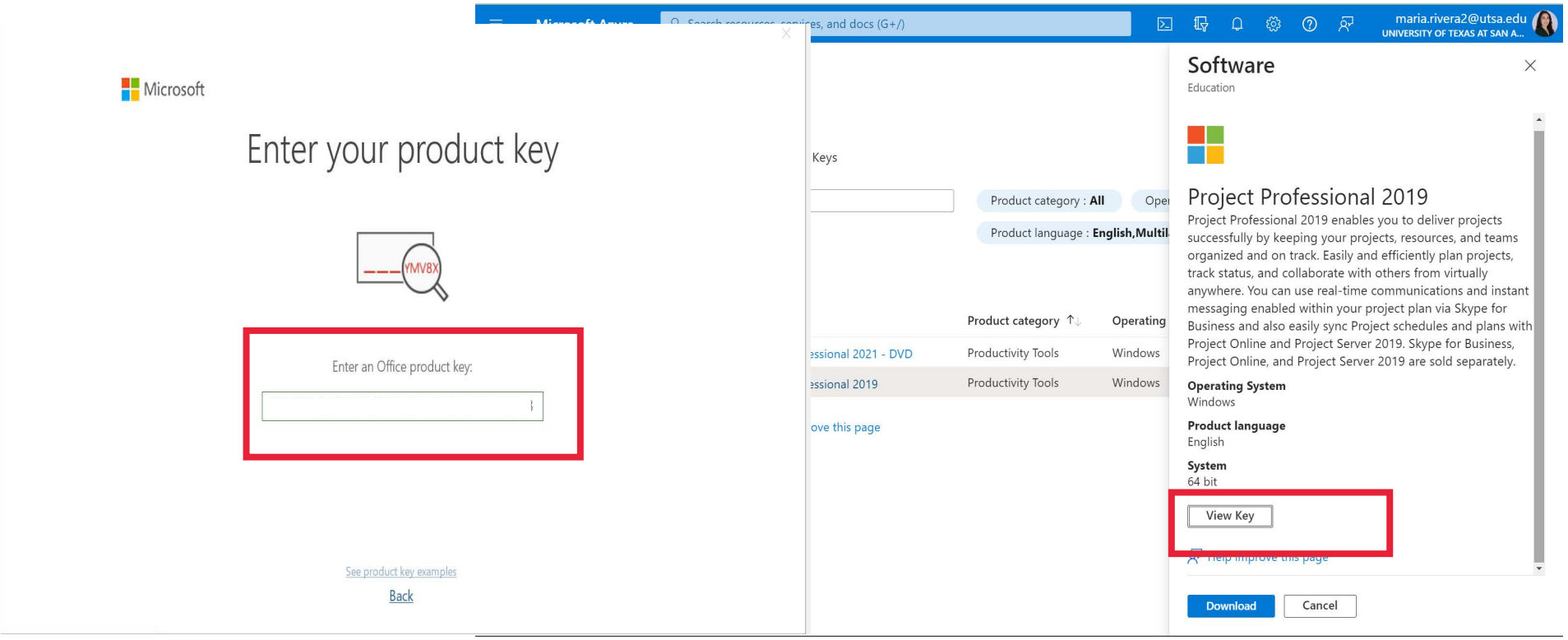
Step - 11

- In the search bar type Project and ***click*** the **Project App** to run it



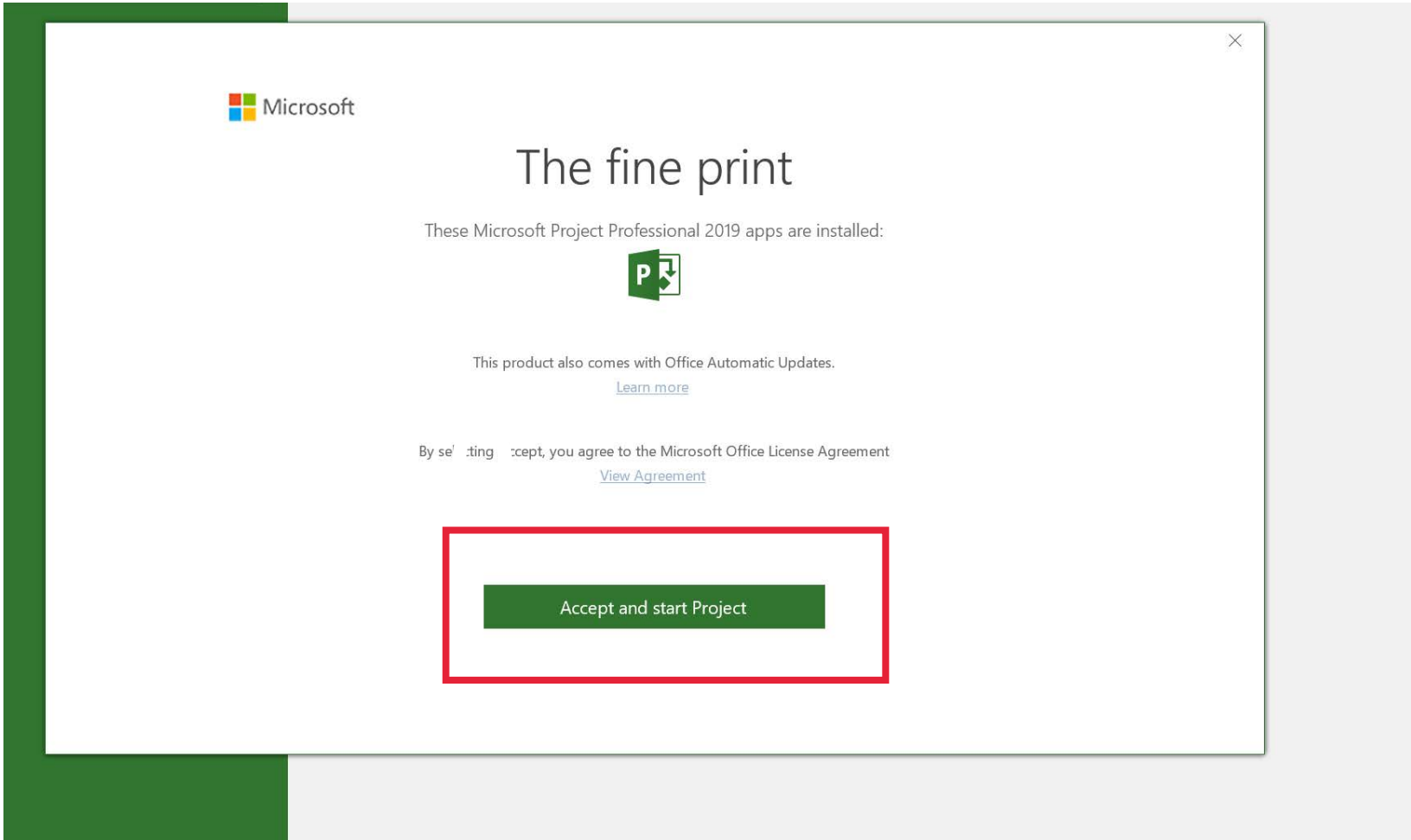
Step - 12

- It will prompt you for a key and your key can be found back on the Azure page in the Project Information tab. **Copy** this key and **Paste** it in the box



Step - 13

- Select Accept and start Project



Thank you!!