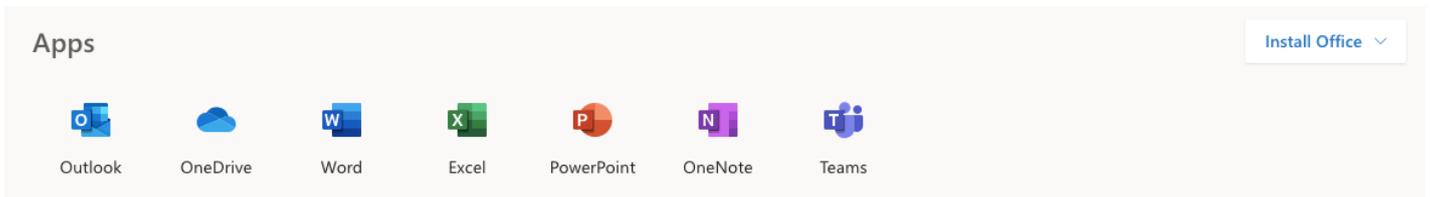# Connecting to

Nexus 365

Nexus 365 is the University's portal for the Microsoft Office 365 Suite – This includes Outlook, OneDrive, Word, Excel, PowerPoint, OneNote and Teams

To Get Started

1. In your browser head to www.office.com
2. Click Sign In and enter your university email e.g. sannXXXX@ox.ac.uk
3. You should be taken to 'your organisation's sign in page'. Logon with your SSO
4. You should reach a page with the following:

From here, you can do the following:

Access the online office suite

Click on the icon of the service that you'd like to access

Download the office suite

- Click Install Office -> Office 365 Apps

Alternatively

- You can find the office suite for your platform in the respective app stores

Once downloaded, use your email and SSO logon to access the apps like previously