

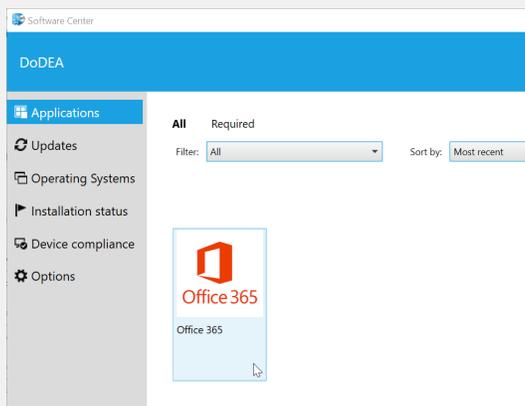
Upgrade Your Microsoft Apps

Modernized for Productivity.



Available Now: Above-School Level

Above-school-level staff can now [install Microsoft Office 365 from the Software Center](#). The install will upgrade the Microsoft Office applications that are installed on your computer. Starting after hours on January 18, DoDEA IT will automatically upgrade the Microsoft Apps for those who have not yet done so. If you experience any installation issues, please submit an IT service request via the [Global Service Desk](#).



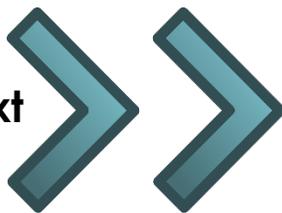
Instructions: [How to Install from the Software Center](#)

All the essential apps you need to get work done - improved.

Office apps that you use regularly - Word, Excel, Outlook, PowerPoint, OneNote, and Publisher - will be upgraded to take advantage of new features and improvements while keeping the core functionality and interface that you're accustomed to using.

Enhancements include: new charts in Word, Excel and PowerPoint; ability to co-author in real-time with staff who have M365 accounts; improved options for file sharing; improved accessibility; and more.

What's Next



Exchange/Outlook Online: Once you have upgraded your Microsoft 365 apps and have setup your Microsoft 365 account, your Outlook email is prepared to be migrated for online access. IT is expected to complete this for above-school level by **29 January 2021**. See the M365 Roadmap for more details.

School-Level Upgrade: School-level Microsoft Office 365 upgrade availability has not been finalized yet. However, the school-level upgrade is expected to be completed by **31 March 2021**.

[Click to see more about the Microsoft 365 Roadmap](#)

DoDEA Information Technology ▶

Empowering DoDEA's global community through innovative, industry-leading technology services and solutions.