

Neches ISD – Home of the Tigers



Student Log in to Office 365

- We have created Microsoft Office 365 accounts for all High School Students. These accounts are free for Neches ISD students.
- After you have logged in to your Chromebook, open the Chrome Browser and search Google for “Office 365 Log in”.
- Click on “Sign In” to your Microsoft account with your normal Chromebook user name (first 2 initials and last name) and use the password that was emailed to your nechesisd.com account. It will be a different password from your Chromebook password. After you are logged in, you are free to change the password.
- You will then be presented with a list of Office 365 apps.
- When you create and save a document or spreadsheet one of the options is to download. It can then be downloaded to your google drive, Microsoft One Drive, Dropbox, etc. We recommend saving to your Google Drive.
- You can also go into the Google Play Store and install both Word and Excel on your Chromebooks for offline editing.
- Note: The only apps that have been pushed down to your Chromebooks and will allow you to edit offline are Word and Excel. If you need more, please let the IT Department know.