Manual for installing Office applications for ProctorExam

Are you taking an online exam via ProctorExam? Then make sure you have installed the Microsoft 365 applications Word and Excel on your laptop. When opening a Word or Excel file during an exam, you will not receive an MFA login request that requires a telephone.

As an EUR student, you can install Microsoft 365 apps for free on your Windows and Apple computer. To do this, follow these steps:

1. Log in to https://portal.office.com/ with your ERNA account.

2. Click 'Install and more' and then 'Install Microsoft 365 apps'.
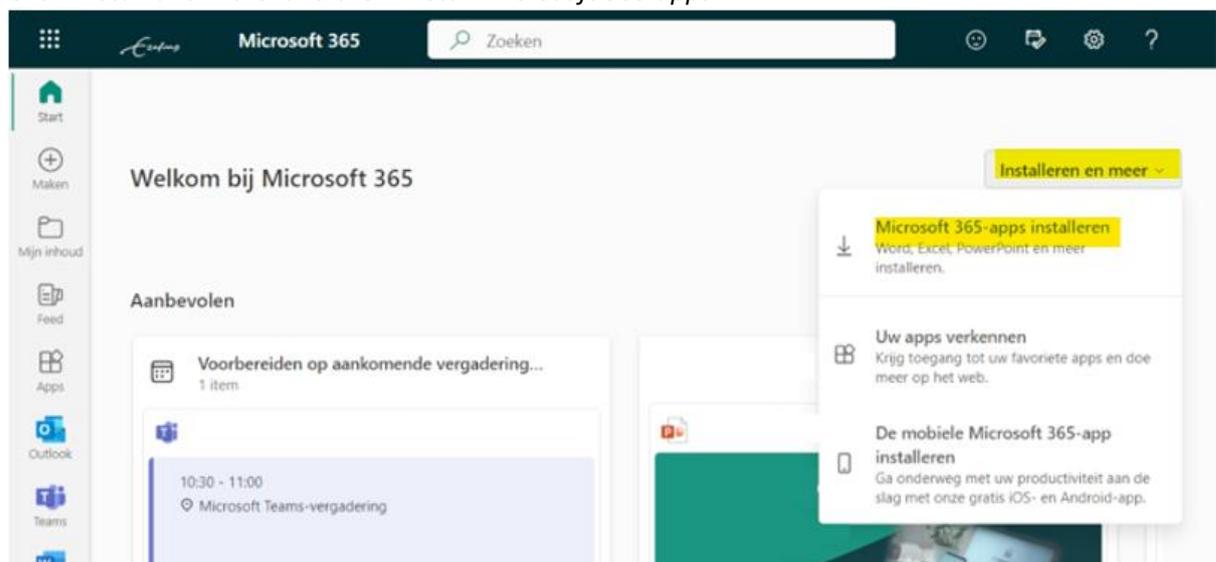
3. Choose your language and then click 'Install Office' and follow the steps.

4. Start Word and Excel before the exam to test whether it works..