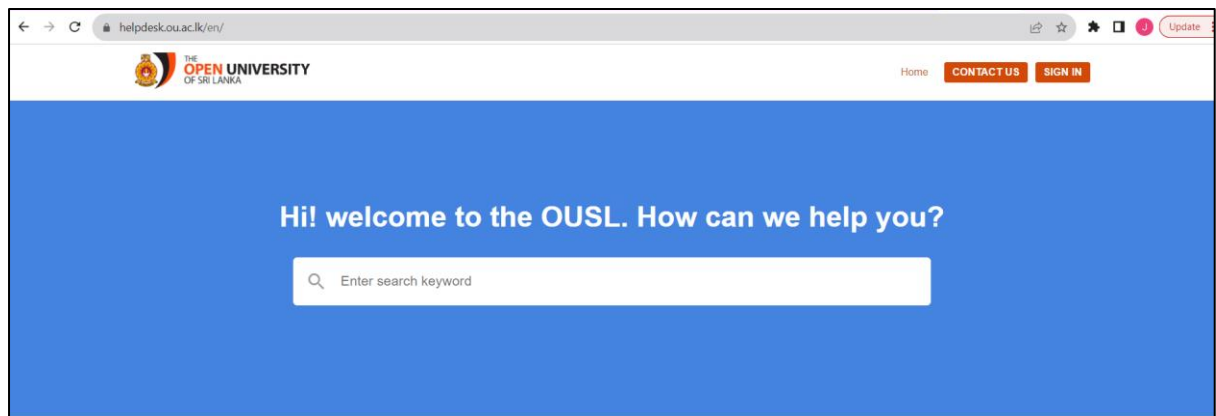


Dear Students,

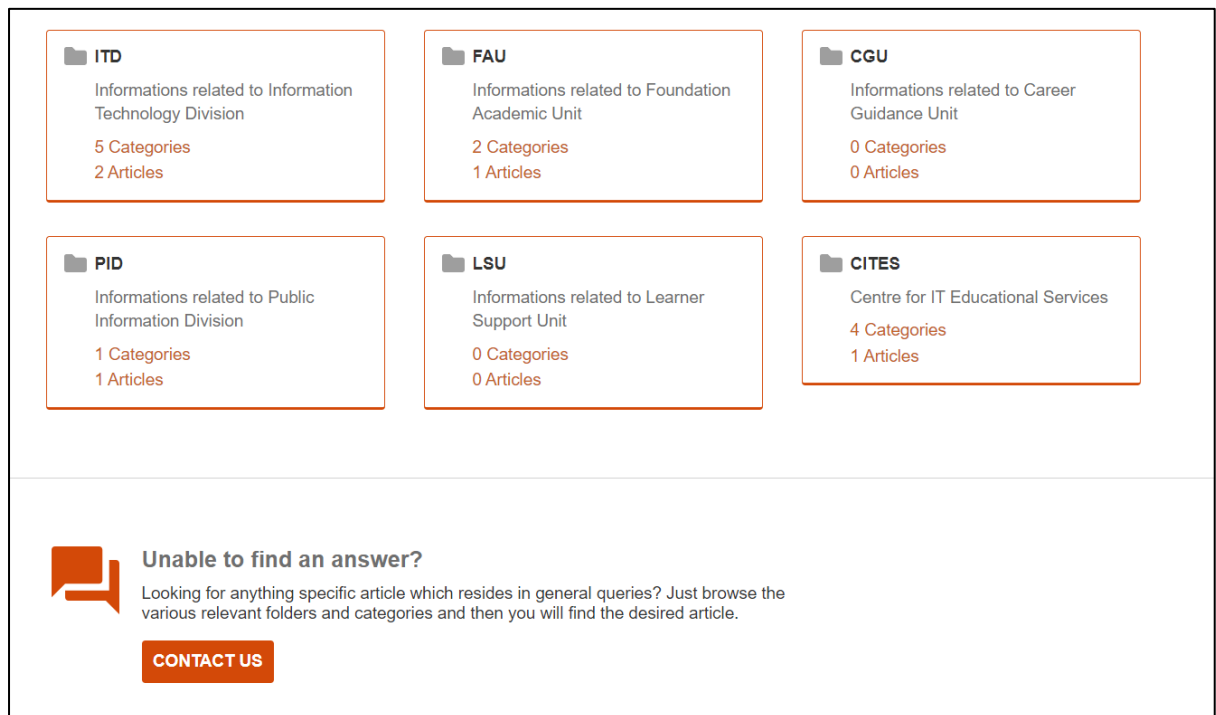
In order to continue your ODL learning experience through MS Teams, you must have the Microsoft 365 package on your electronic device.

We prepared a brief guide on how to install the 365 package onto your device. Please kindly follow the steps there.

Step 1 - Click the following link <https://helpdesk.ou.ac.lk/en/> and go to the home page of the OUSL help desk.



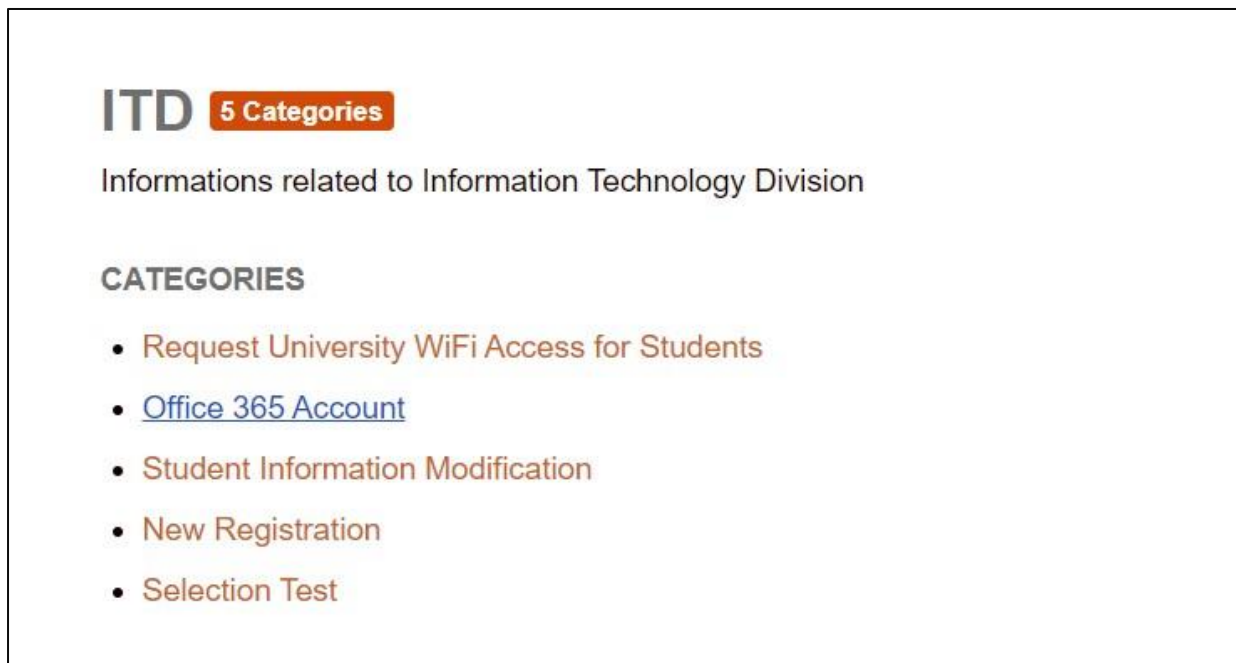
Step 2 - Scroll down in the help desk tab. Then you will find a folder called “ITD”



Step 3 - In the **ITD folder**, you can find the link called “**Categories**”. Click on that link.



Step 4 - There are six bars in the categories folder. Select and click the “**Office 365 Account**”.



Step 5 – Then you will find a folder called **Office 365 Account**. Click “**Create OUSL – Microsoft Office 365 Account**”

Office 365 Account


1 Articles

How to get office 365 account

ARTICLES

- Create OUSL - Microsoft Office 365 Account

Step 6 - You will find instructions to create the **OUSL Microsoft Office 365 Account**. Please follow those instructions and install the packages into your electronic device.



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Support Center → Prev → Create OUSL - Microsoft Office 365 Account

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Create OUSL - Microsoft Office 365 Account

Students who registered for Degree programs in open university can apply for Microsoft Office 365 Account . first you have to have valid **OUSL email account for students** .


ex: S*****@ousl.lk (S-ID@ousl.lk)

Visit to the:- <https://www.microsoft.com/en-us/education/products/office>

Get started with Office 365 for free

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Thank You

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