

Adobe CC on a Personal Machine

Downloading Adobe

- While connected to the internet: go to <http://www.adobe.com/creativecloud/desktop-app.html>
- Click the blue DOWNLOAD button.
- Answer provided questions and click the blue sign in button. Then click blue “Sign in with an Enterprise ID” link.
- Enter your MCAD email address IE: dhasselhoff@mcad.edu
- You will be redirected to an MCAD specific login screen. Enter your short-hand username (dhasselhoff) and MCAD password.

Installing Adobe

- Once downloaded open the installer file and choose Run. Click and follow prompts to install the program.
- After installing the software: you will be prompted again to log into your Adobe/MCAD account. Repeat login steps.
- Once logged in: click the APPS pane and install all programs. Remember with large file sizes this process can take some time.
- Read below for a reminder of what is required for you to maintain your Creative Cloud software access for the entire academic semester / year:

Microsoft Office on a Personal Machine

Downloading Office

- While connected to the internet: go to <https://products.office.com/en-us/student/office-in-education>
- Enter your MCAD email address in the provided field IE: dhasselhoff@mcad.edu Then click “Get Started”
- Choose “I’m a Student / I’m a Teacher” and check your MCAD email for a verification link from Microsoft.
- Open email to verify account and fill in requested fields to complete registration process through Microsoft.
- After account creation + login: click “Install Office 2016” button on right side of account main page.

Installing Office

- Once downloaded open the installer and choose Run. Click and follow prompts to install the program.
- After opening a program: log into your Microsoft account. Enter the credentials you created in registration stage.
- Once logged in you will be able to use the full features of the programs.
- Read below for a reminder of what is required for you to maintain your Creative Cloud software access for the entire academic semester / year:

Disclaimer regarding access rights:

Students, faculty, and full-time staff may install and use the Creative Cloud (CC) desktop applications on personally owned or leased computers located at their own home.

User may activate the software for their exclusive use on up to 2 computers (provided that these activations are associated with the same Adobe ID) within their direct control. However, user may not launch the on-premise software on these 2 computers simultaneously.

The work-at-home license does not guarantee full access to all of the additional cloud services or mobile apps.

Degree or certificate seeking students may only use the CC software while actively enrolled at the Minneapolis College of Art and Design. Faculty and full-time staff may only use the CC software while actively employed at the college.

If at any point you withdraw or graduate during the academic year or are no longer an employee of the college, the license grants for the products shall automatically expire. The user shall immediately de-install the products and purge them from their computer.