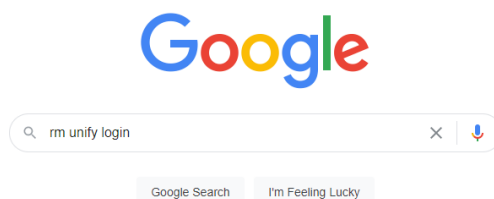
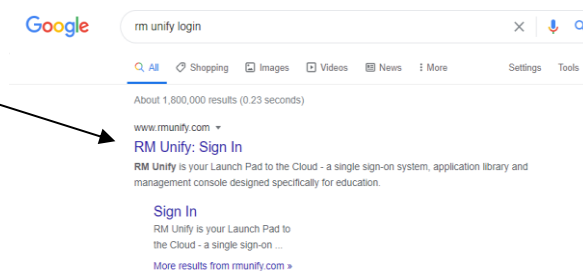


How to access 'Word' or 'Excel' using your RM Unify account.

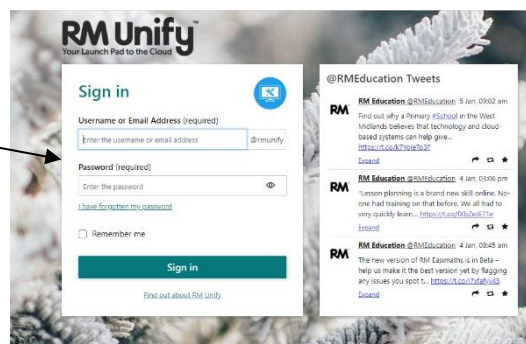
1. Search for 'RM Unify Login' on Google.



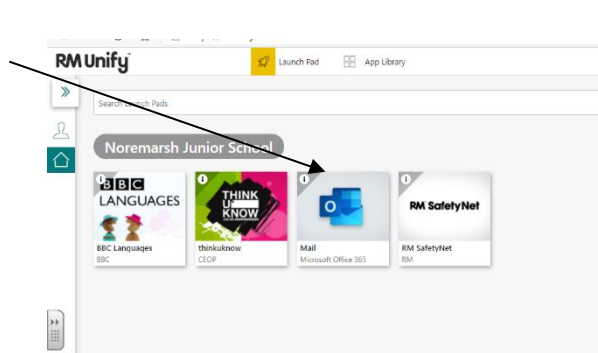
2. Select this site



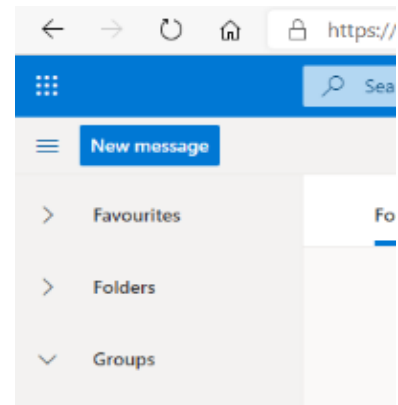
3. Enter your username (e.g. jbloggs@noremarsh.wilts.sch.uk) and your email password



4. On this page, click on the 'Mail' icon.



5. To open 'Word' or 'Excel' you need to click on the 9 Squares icon in the top right-hand corner



6. Now click on the program that you want to use, e.g. Word, and this will open up the program.

7. Your work will automatically save to your files on RM Unify

