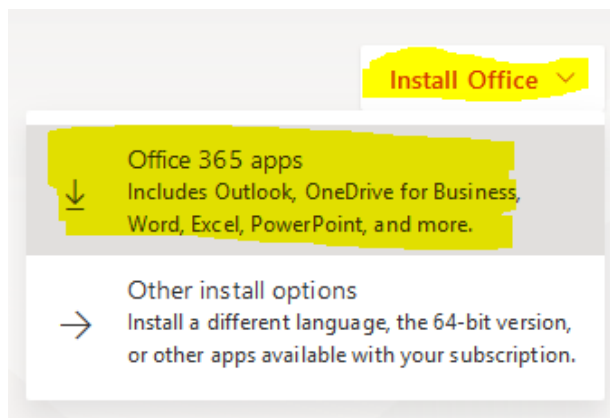


As long you keep logging into your WSU email it will stay active. If you do not log into it for over a year your email will be deactivated.

Microsoft Office is no longer on your laptop; however, you can still download Microsoft Office 365 Apps for free through your WSU email. **If your Alumni email is inactivated, you will also lose access to your O365 apps.**

To download Microsoft Office 365 Apps:

- Open a browser and go to: <https://www.winona.edu/sky/>
- Log into your WSU email
- Click Install Office on the top right and then Office 365 apps



Note: MS Office 365 licensing is subject to change based on the discretion of Microsoft.

You purchased your device from Aspen Capital, our leasing company, so that is the name that will show up on your credit card transaction – not WSU.

The Mac laptops have macOS Monterey operating system on them.

The PC laptops have Windows 10 operating system on them.

The Macs no longer will have antivirus software. If you want antivirus software, you will need to purchase it on your own. Comodo is a good free software.

Your purchased laptop has a manufacturer's warranty that is active until about May or June of 2023. If you have any problems with your device within the first 30 days after purchasing it, WSU Tech Support will assist you. **After that you must go to an Apple/HP service center.**

**Technical Support Center** | (507) 457-5240 | [TechSupport@winona.edu](mailto:TechSupport@winona.edu)

**Winona State University** | Somsen 207 | <http://www.winona.edu/it>