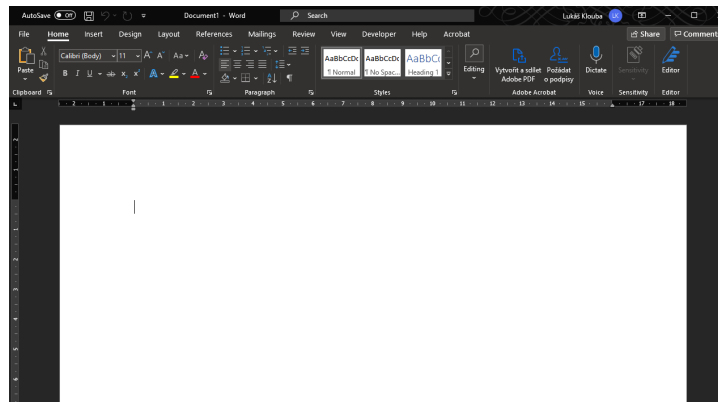
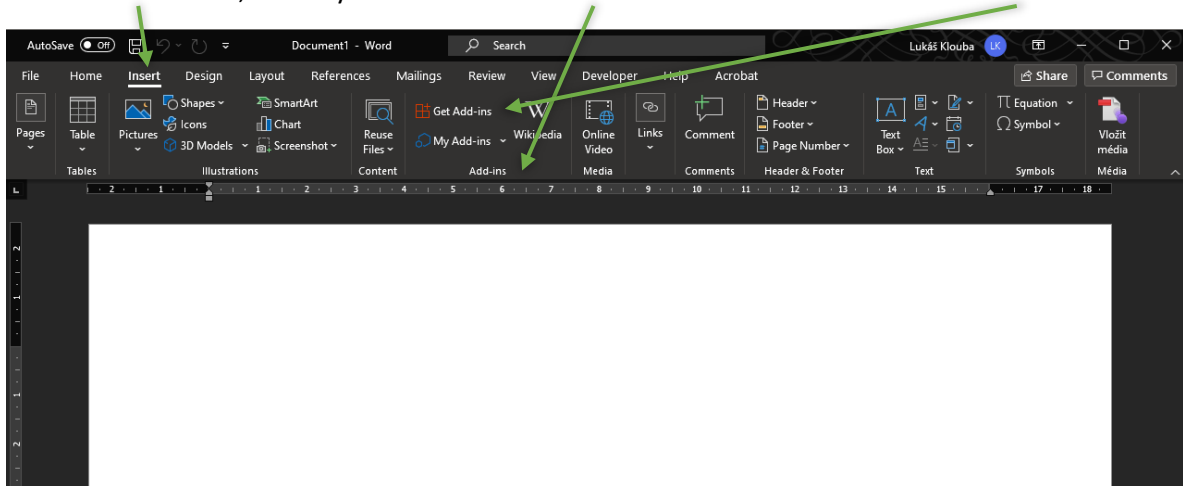


## Installing Writefull add-in to the MS Word

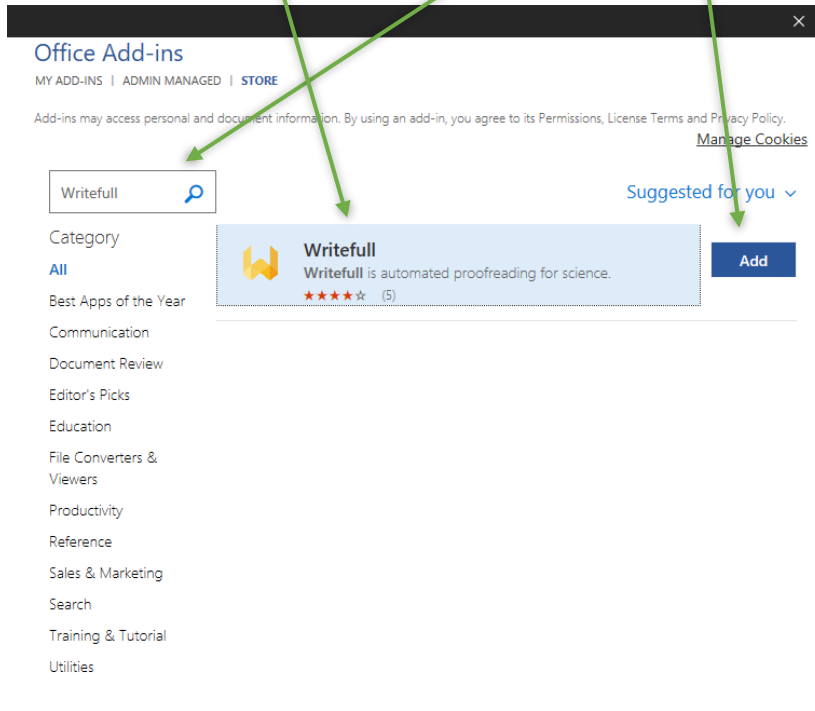
1. Open MS Word (any or empty)



2. Go to the "Insert" tab, where you will find the "Add-ins" section and click on the "Get Add-ins" button.

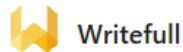


- In the new window, enter the name of the add-in into the search field, i.e. "Writefull" and click on the search icon, or hit the enter key. The searched add-in will appear. Click on the "Add" button.



- In the popup window, read the license terms and privacy policy. After reading, click on the "Continue" button.

One moment...



**License terms and Privacy policy**

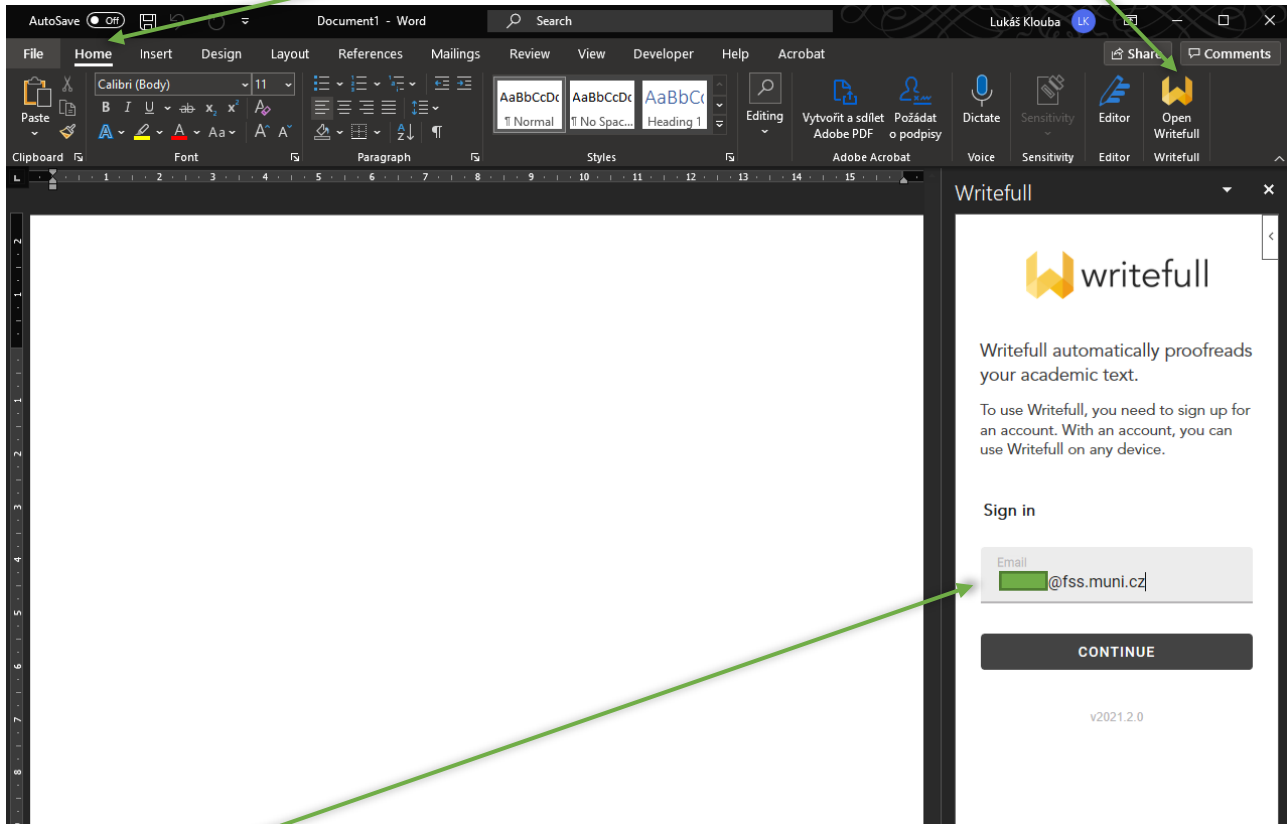
By clicking continue, you agree to the provider's [license terms](#) and [privacy policy](#) and understand that the rights to use this product do not come from Microsoft, unless Microsoft is the provider.

Cancel

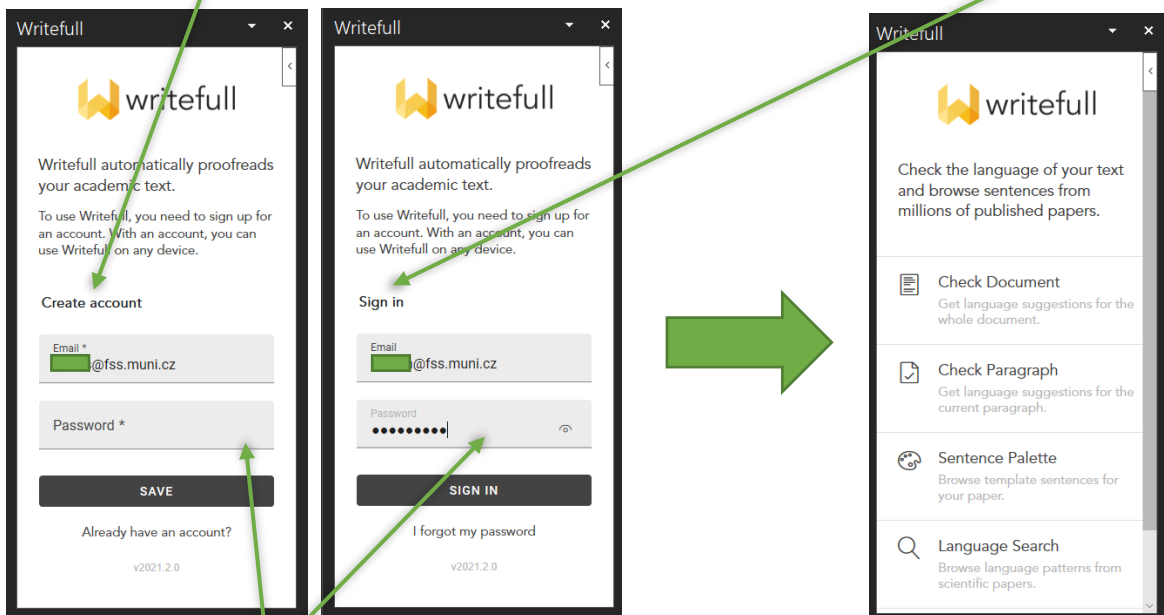
Continue



5. Now the add-in will appear on the main tab (Home). Launch it by clicking on the icon.



6. Enter your email associated with working at the school. If we have never logged in to Writefull, the add-on will switch to the Registration state. If you already have an account, you will remain in the Sing in state.



7. Create or enter any password. Remember it for future logins.

8. After registering (Save) or logging in (Sign in), the functions of this add-on will appear.