



Eligibility	Identity	Licenses
	Current Student	Microsoft 365 A5
	Graduated Student	Office 365 A1
	Full-time Faculty	Microsoft 365 A5
	Adjunct Faculty / Staff	Office 365 A1 Plus
<p>※ If a faculty/staff resigns from YZU, the account will be deactivated. Please complete the relevant backup before completing the resignation procedures.</p> <p>※ For detailed authorization, please refer to the Microsoft official website description.</p>		
Login Method	Login URL : https://www.office.com	
	Identity	Account
	Student	s+student ID@mail.yzu.edu.tw
	Faculty	account@saturn.yzu.edu.tw
Service Introduction	<p>✓ Available applications</p> <p>Online versions of Microsoft Word, Excel, PowerPoint, Outlook, Teams, One Drive, OneNote, SharePoint, etc. (Depending on the authorization, the applications will be different)</p>	
	<p>✓ Available cloud space</p>	

	The storage space is approximately 1TB (including O365 online files, One Drive, Teams, and other related services).
Notices	<ul style="list-style-type: none">✓ All data of Office 365 for Education are not stored in YZU, please be sure to backup the data yourself, and avoid storing important personal data in it.✓ This organization only establishes user account permissions. For product usage and services, please refer to the announcement on Microsoft's official website.