DreamSpark: Download Microsoft Access

1. Connect to the DreamSpark website: <u>Click here to access the DreamSpark website</u>

2. Click on Sign in.

Sign in from here

Sign In | English | 🇺🇸

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Microsoft Software for Learning, Teaching and Research

Bristol Community College - Information Technology - DreamSpark Premium

Product Search   Q

DreamSpark Premium
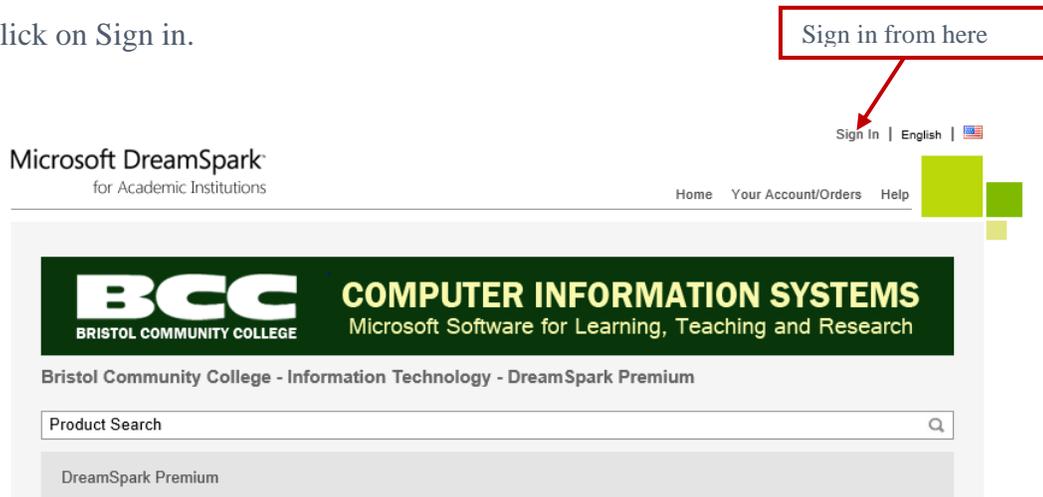
3. Sign in using your previously established credentials.

Sign In

Username*
[   ]
Password*
[   ]
[Sign In]

Forgot username or password?

Use your BCC email address as your username.

4. Click on **Start Shopping**

Welcome **jarruda44@mail.bristol.mass.edu** Sign Out | English | 🇺🇸

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Welcome to your Academic Software Center!

Software licensed under the DreamSpark Program is available here for students, faculty and staff. Please note that this WebStore is made available exclusively through an agreement between your academic institution and Microsoft.

If you encounter any difficulties, please view the **Help** section above for answers to your questions and for information on ... (PA) on your campus.

Start Shopping

5. Click on **Microsoft Access 2013**

6. Click on **Add to Cart**

7. Click on **Check Out**

8. Read through the Microsoft Subscription Agreement screen. Scroll to the bottom and click on **I Accept.**

9. At the Order screen, confirm that your **name and email information** is included in the lower box and click on **Proceed with Order**.

10. The receipt screen is where you'll find the **Product Key** (you'll need this later. You will have access to it but it might be a good idea to copy it and store it in a notepad file and store it with the ISO file). I've crossed out the key in this image but you'll see your product key in this location.

    To begin the download process, click **Start download**.

11. Read through and follow the instructions on the next screen.

> Note: Secure Download Manager (SDM) is software that is used by *DreamSpark* when downloading files. It must be installed on the computer that's used to download the software. If you've already downloaded software from DreamSpark while at *this* computer, SDM should already be installed therefore you can skip to step 3. Otherwise, you will need to download and install SDM.

Get Your Software in 4 Easy Steps

1. **Download the Secure Download Manager (SDM)** installation file ❓
   If you have completed this step previously, go to step 3.

   Download SDM ⬇

2. Locate the file from step 1 and run it to **install the SDM** ❓

3. **Download the .SDX file** for your order ❓

   Download .SDX ⬇

4. When the SDM launches, **start downloading your software.** ❓
   If the SDM application does not launch automatically, locate the file from step 3 and open it to download your software.

12. When executing the file downloaded in step 3 above, the following screen will be displayed. Pay particular attention to the Download Location. Microsoft Access will be stored in a folder within this location. If this is not where you want to store the downloaded file, change the location before starting the download.
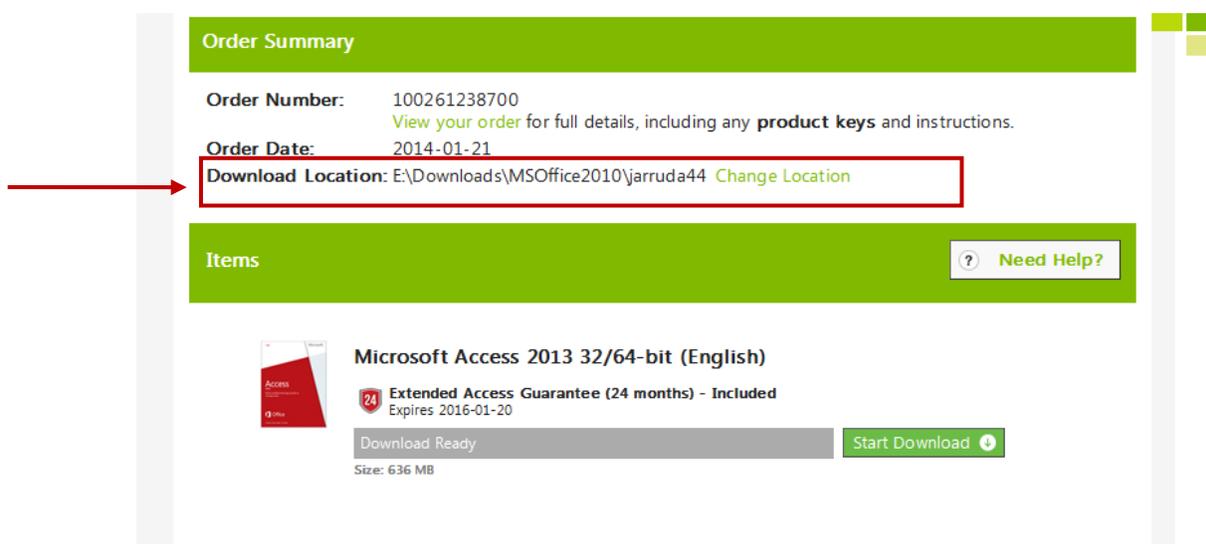
Order Summary

Order Number: 100261238700
View your order for full details, including any **product keys** and instructions.

Order Date: 2014-01-21

Download Location: E:\Downloads\MSOffice2010\jarruda44 Change Location

Items   ❓ **Need Help?**

Microsoft Access 2013 32/64-bit (English)
24 **Extended Access Guarantee (24 months) – Included**
Expires 2016-01-20

Download Ready   **Start Download** ⬇
Size: 636 MB

13. Click on **Start Download**.   Depending on the size of the file, this may take a while.
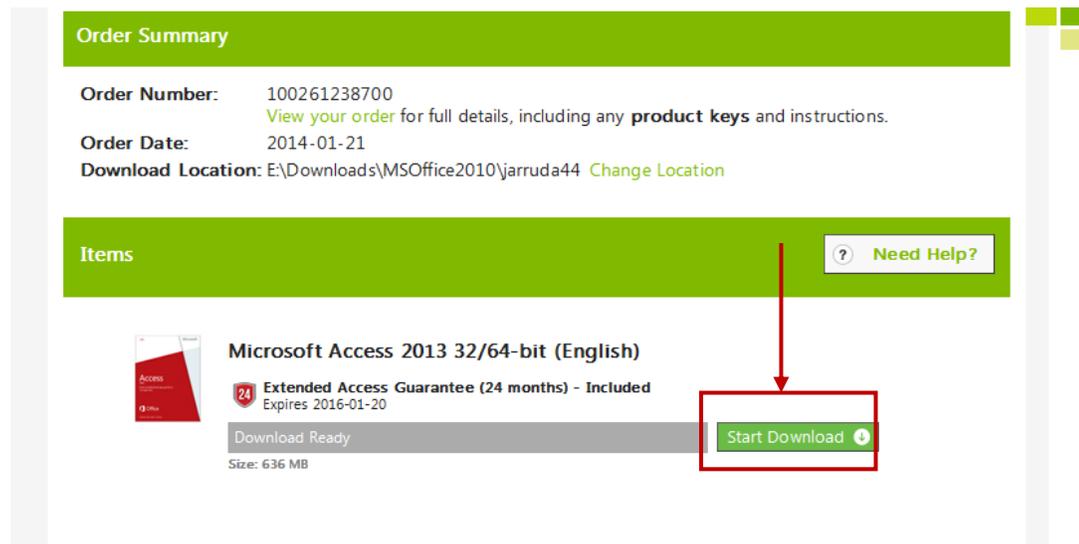
14. When the download is done you'll see the following screen. You can sign out of *DreamSpark* now.

15. The file that was downloaded is an ISO file. In order to install Microsoft Access you must first burn the ISO image to a CD.   If you do not know how to do this, follow the instructions provided here: How to Burn a CD/DVD from an ISO File.

16. After burning a CD from the ISO file, use the CD to **install Microsoft Access**.

    a. Insert the CD into the CD drive
    b. Select **Run SETUP.EXE**
    c. **Accept** the Microsoft Software License Terms
    d. Select **Install Now**
    e. When the installation is complete, click **Close** (DO NOT "Continue Online")

17. Product Key
    a. When you run Access for the first time you will see the screen displayed below. Select the option to **"Enter a Product Key Instead"**
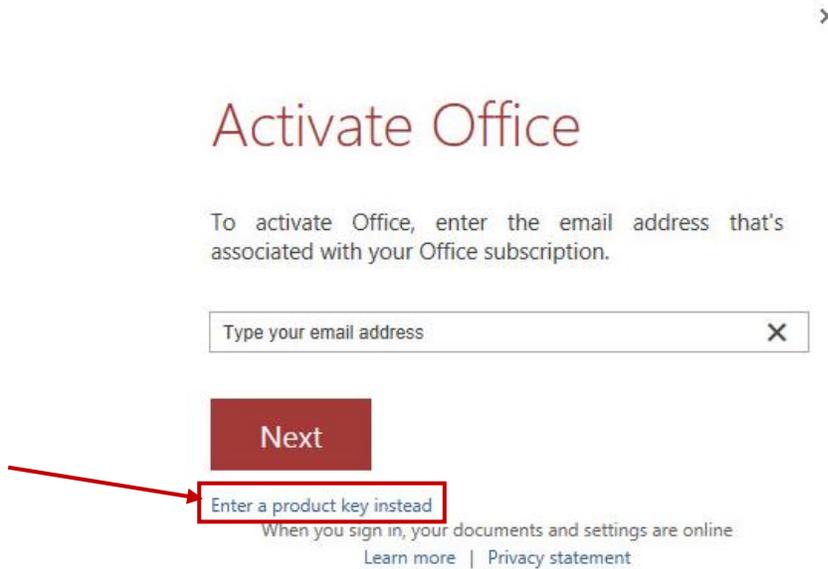
    b. At the **Enter your Product Key** screen, type in your 25 character Access product key and click on **Install**.   If you didn't copy your product key when downloading the software, you can view your Microsoft Access Orders on the DreamSpark to obtain the key.