



Manage Your Office 365 ProPlus Installation Status on Different Devices

- A. [Check Your Installation Status on Different Devices](#)
- B. [Deactivate Your Office 365 ProPlus on a Device](#)

A. Check Your Installation Status on Different Devices

It may takes some time to have your installation status to be reflected in CUHK Office 365 Portal.

1. Log in CUHK Office 365 Portal www.cuhk.edu.hk/o365.

Staff

Login ID: alias@cuhk.edu.hk

Password: *OnePass (CWEM) Password***

Students

Login ID: Student-ID@link.cuhk.edu.hk

Password: *OnePass (CWEM) Password*

** For staff having departmental MS Exchange (Outlook) accounts, you should use MS Exchange (Outlook) password to log in here. By [changing OnePass \(CWEM\) Password](#) after 12 May, 2016, you can then use OnePass Password to log in here and also departmental MS Exchange (Outlook) email.

@Link & CUHK Office 365
LOGIN

Sign in with your CUHK Office 365 account

Username:

OnePass (CWEM) Password:

Sign in

** For staff having departmental MS Exchange (Outlook) accounts, you should use MS Exchange (Outlook) password to log in here. By changing OnePass (CWEM) Password, you can then use OnePass Password to log in here and also departmental MS Exchange (Outlook) email.

[?](#) About @Link & CUHK Office 365

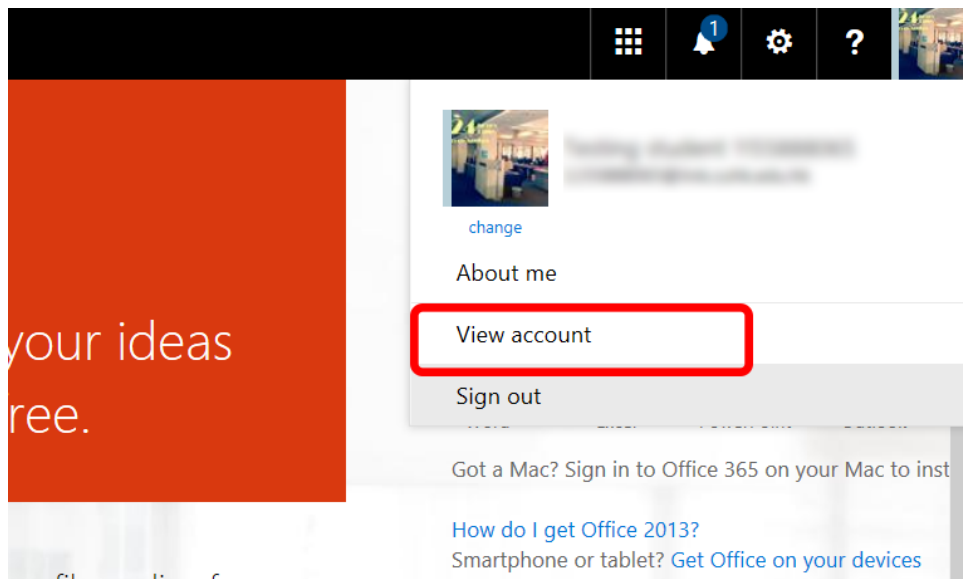
[!](#) Can't access your account?

CUHK
Information Technology Services Centre, CUHK

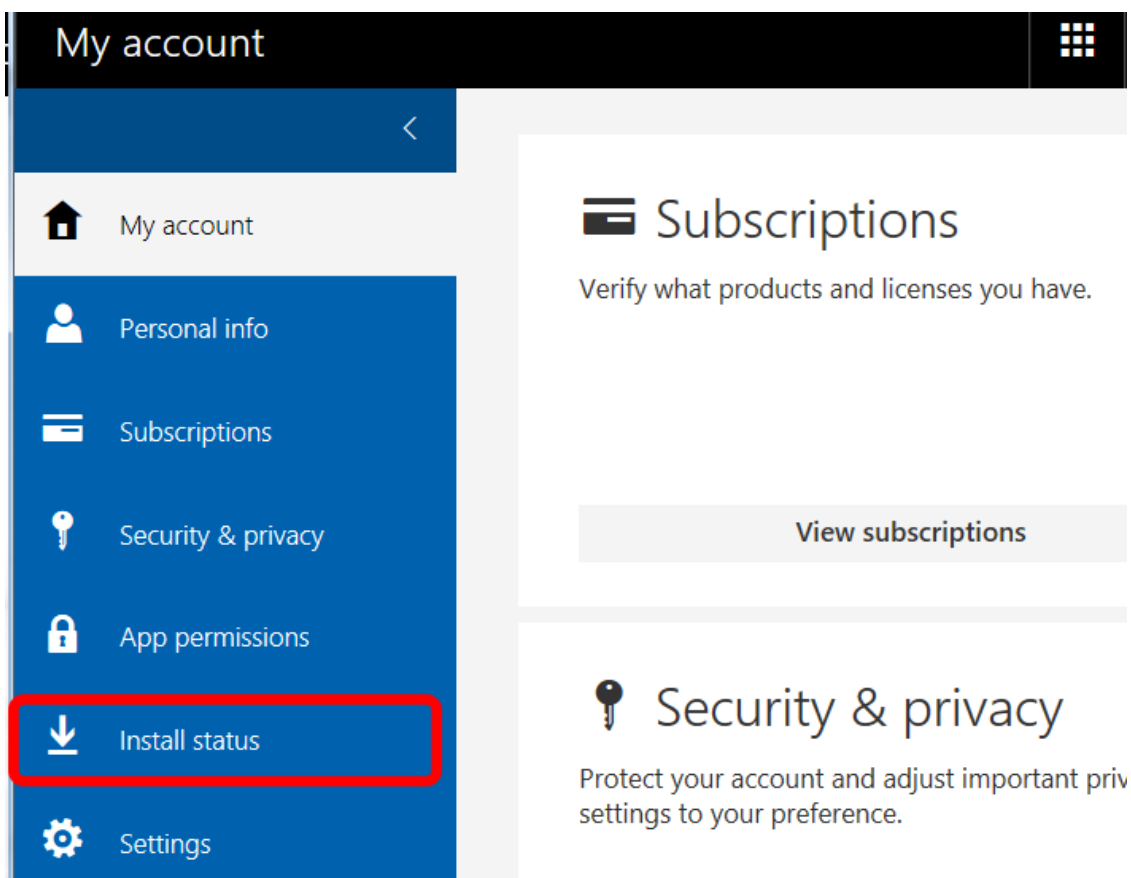
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2. Click your profile picture on the left top corner and choose **View Account**.



3. Click **Install Status** on the left menu column.





4. Here shows all the PCs and Macs which have been installed with Office 365 ProPlus under your Office 365 account.

The screenshot displays the 'My account' management page. On the left is a blue navigation sidebar with options: My account, Personal info, Subscriptions, Security & privacy, App permissions, Install status, and Settings. The main content area is titled 'Install status' and includes the text 'Manage your PC and Mac installs here.' and a link 'Install desktop applications'. Under the 'Office' heading, it states 'Detected installs: 3'. A red box highlights a list of three installed devices, each with a 'Deactivate' button:

Device Name	Operating System	Action
[Redacted]	Microsoft Windows 10 Home	Deactivate
[Redacted]	Microsoft Windows 10 Home	Deactivate
PC28084	Microsoft Windows 7 Enterprise	Deactivate

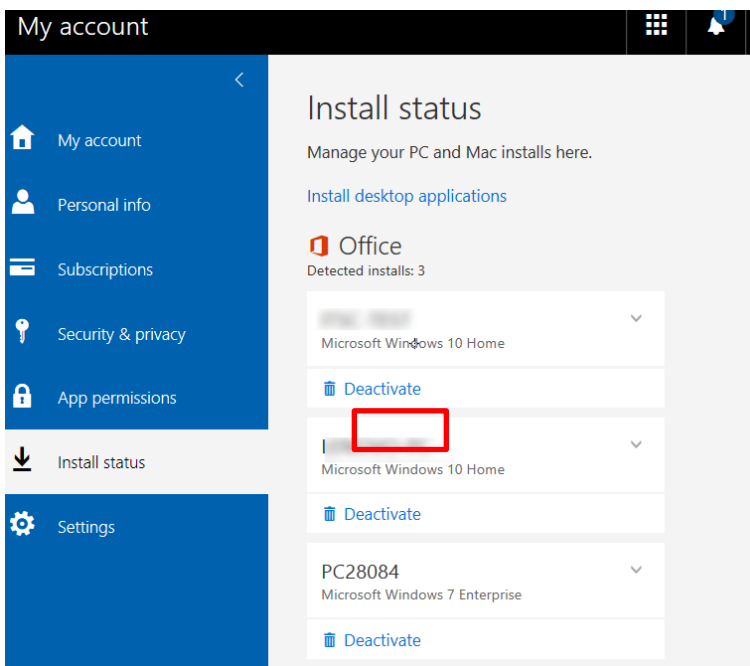


B. Deactivate Your Office 365 ProPlus on a Device

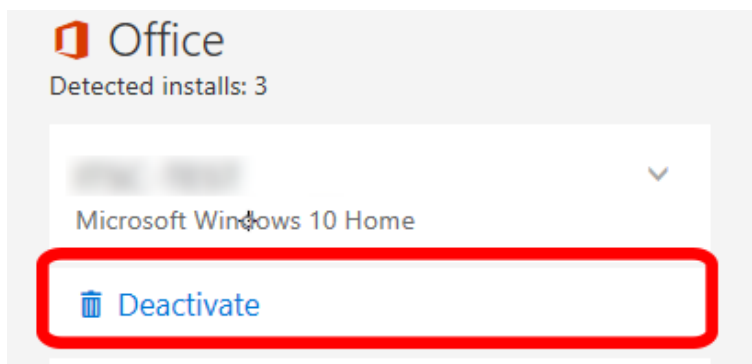
You can deactivate your installation of Office 365 ProPlus on a specific device when you do not use the device any more. Then, the Office Suite (from Office 365 ProPlus) on that device will become read-print available gradually.

In this way, you can manage your installation of Office 365 ProPlus on at most 5 PCs / Macs easily.

1. Repeat Part A Step 1 – 4.



2. Under the device you do not use anymore, click **Deactivate**.



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