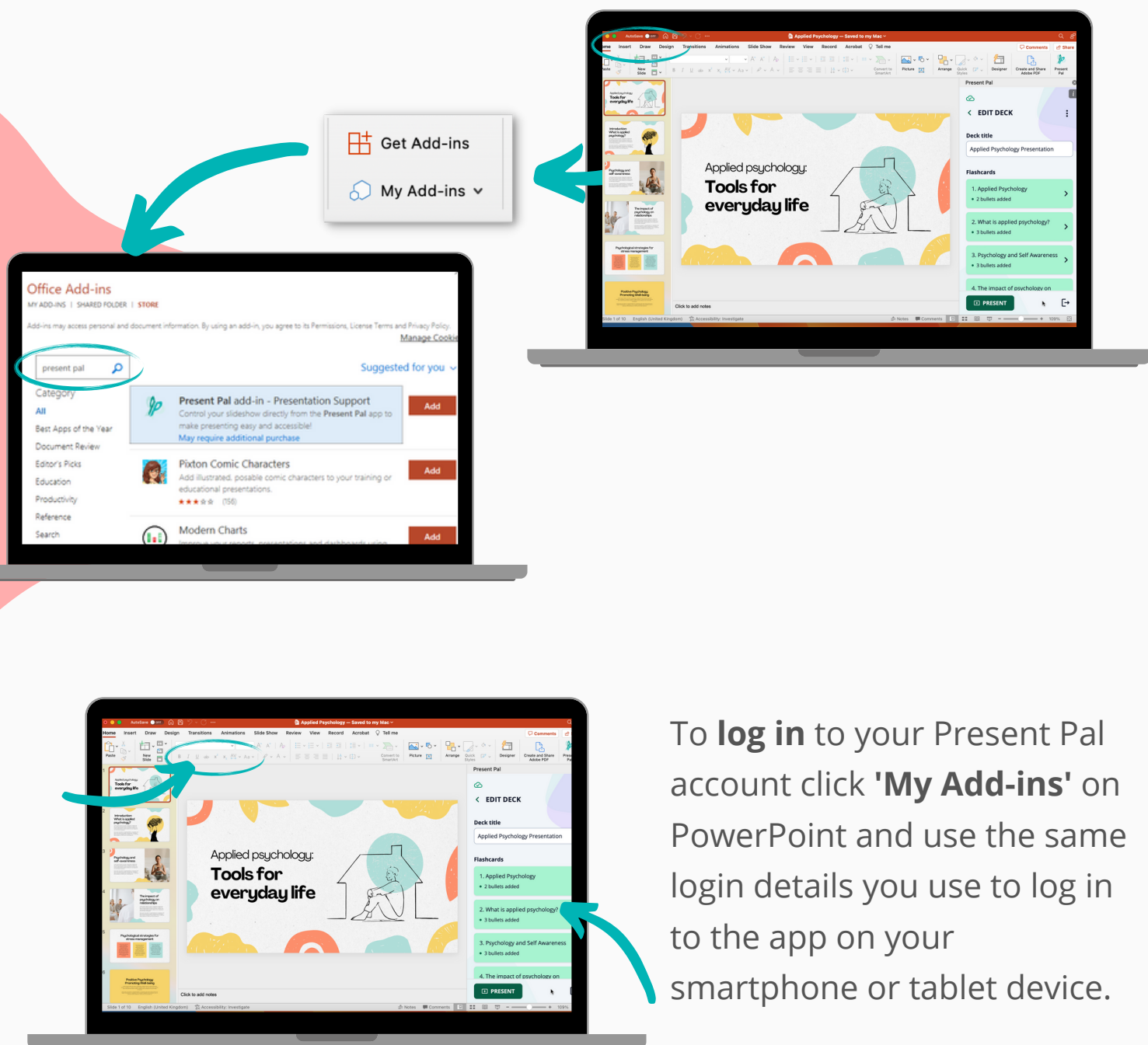# Install the Present Pal Add-in

1 Install the Present Pal Add-In through the **Microsoft Office Add-In store**.

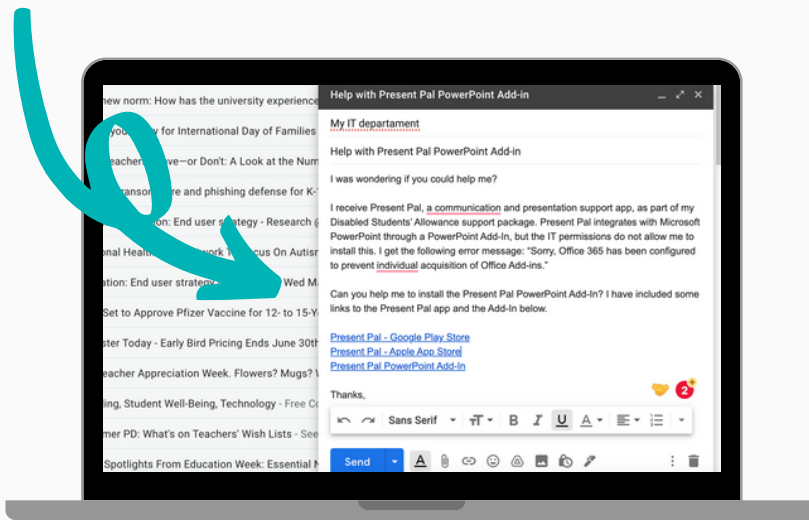Click **'Get Add-ins'** and type in Present Pal into the search window. Click 'Add'.

To **log in** to your Present Pal account click **'My Add-ins'** on PowerPoint and use the same login details you use to log in to the app on your smartphone or tablet device.

2 If you cannot access the Microsoft Office Add-In store and get the following error message: 'Sorry, Office 365 has been configured to prevent the individual acquisition of Office Add-ins'

You can send our **pre-populated email** to your university or institution's IT team to let them know about the issue. They may be able to change the access permissions which will allow you to install the add-in successfully.

Get the Email template

3 If you are still unable to install the Present Pal Add-In after completing steps 1 and 2 you can download the **Present Pal installer file** and install it manually.

To support you with the installation of the Present Pal Installer file, we have created two user installation guides (for Mac OS and Windows) which you can also find on our website.

Get the Add-in installer file