Using the Online Office Apps to edit documents -
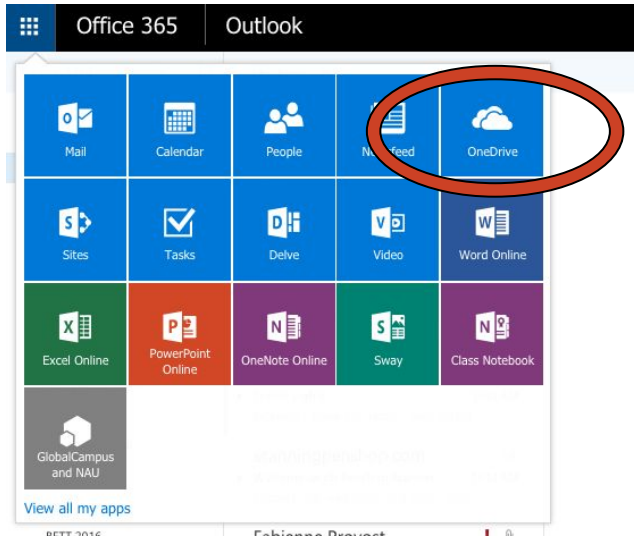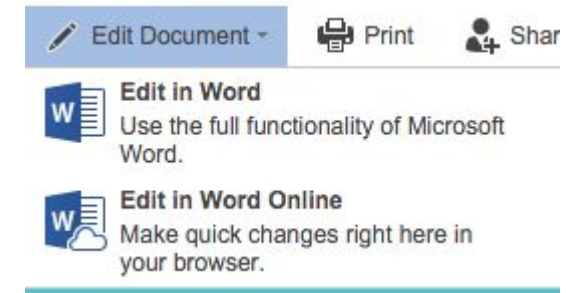
1. Open OneDrive from mail.cdl.ch or tech.cdl.ch

2. Open the document

3. Select Edit Presentation or Document from upper right corner

4. Your document will save automatically but you should check the bottom menu bar to make sure.

You can also change the language here