



MICROSOFT OFFICE 2016

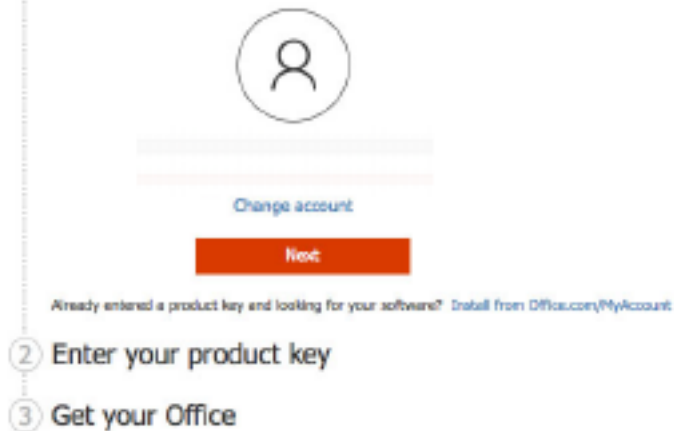
DOWNLOAD AND INSTALL INSTRUCTIONS

SOFTWARETRUE.COM

1. Go to <http://setup.office.com>
2. Login or create a new Microsoft Account. [Learn more](#)
3. Click Next

Hi. Let's get your Office

- ① Use your Microsoft account to get started

A screenshot of the Microsoft account selection screen. It features a circular profile icon placeholder, a text input field, a 'Change account' link, and a prominent orange 'Next' button. Below the button, there is a link for users who have already entered a product key.

Change account

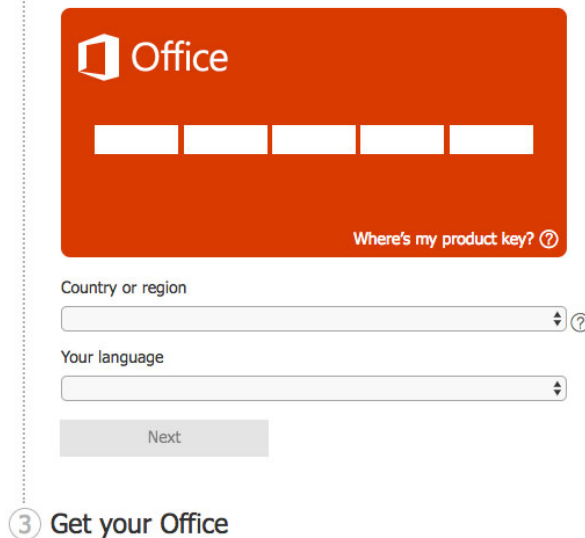
Next

[Already entered a product key and looking for your software? Install from Office.com/MyAccount](#)

- ② Enter your product key
- ③ Get your Office

4. Enter your Activation Key and select your Country or Region and Your Language then Click Next

- ② Enter your product key

A screenshot of the product key entry screen. It has an orange header with the Office logo and the word 'Office'. Below is a product key input field with five segments. A link 'Where's my product key?' is at the bottom right. Below the key field are two dropdown menus for 'Country or region' and 'Your language', and a grey 'Next' button.

Office

Where's my product key? ?

Country or region

Your language

Next

- ③ Get your Office

5. At the page, get your Office, click Next.

③ Get your Office

I'd like to get surveys, promotions, tips, and advice for using Microsoft Office. I can unsubscribe anytime.

Next

6. Your product is now displayed on your screen. Click Download now

Your product
Microsoft Office Professional

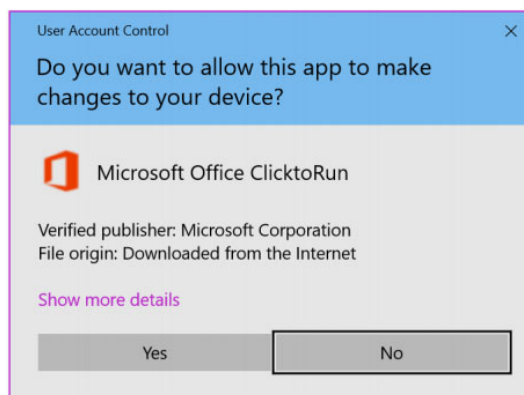
Your product key
XXXXX-XXXXX-XXXXX-XXXXX-XXXXX

Here's what to do next:

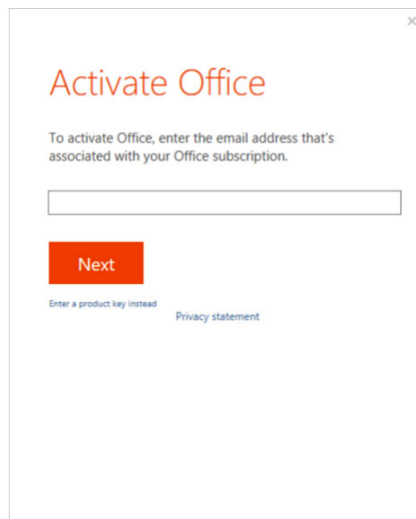
1. Click the Download now button, below.
2. Save the file to your desktop. Don't change the file name.
3. Double-click the file icon.
4. Enter the product key shown above.
5. Follow the instructions to activate your license.

Download now

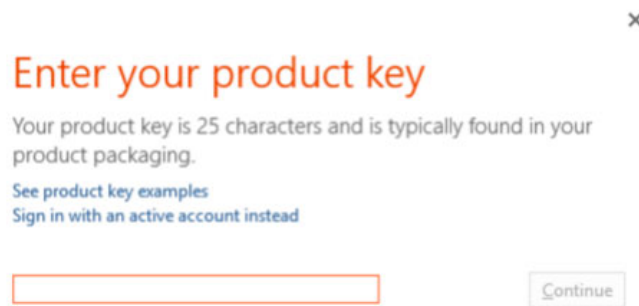
7. Once the download is completed, click to open it.
8. Click Yes when asked: Do you want to allow this app to make changes to your device?



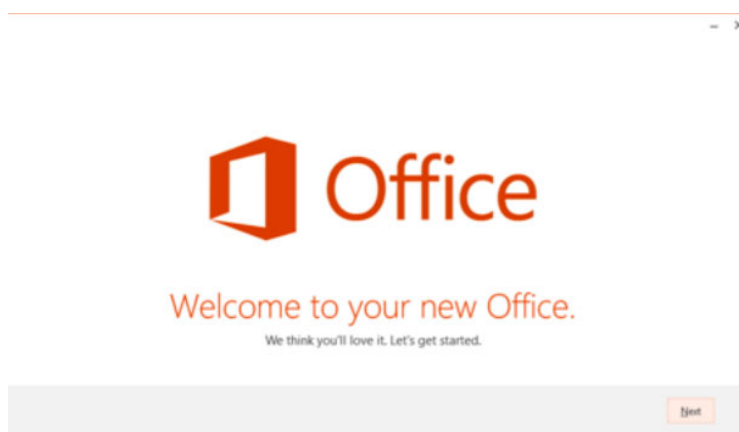
9. The Activate Office window will open, In the Activate Office window, click on 'Enter a product key instead' and hit next.



10. Enter your serial code and click Install



11. Click Next



12. You are ready to install office now, just read the features and hit next until install is completed, when the install is complete, click on All Done.



13. Open any of the Microsoft Office apps (i.e. Word or Excel)
14. On Microsoft Office Activation Wizard windows select I want to activate the software over the Internet and Click "Next"

