

Sign in and install Office

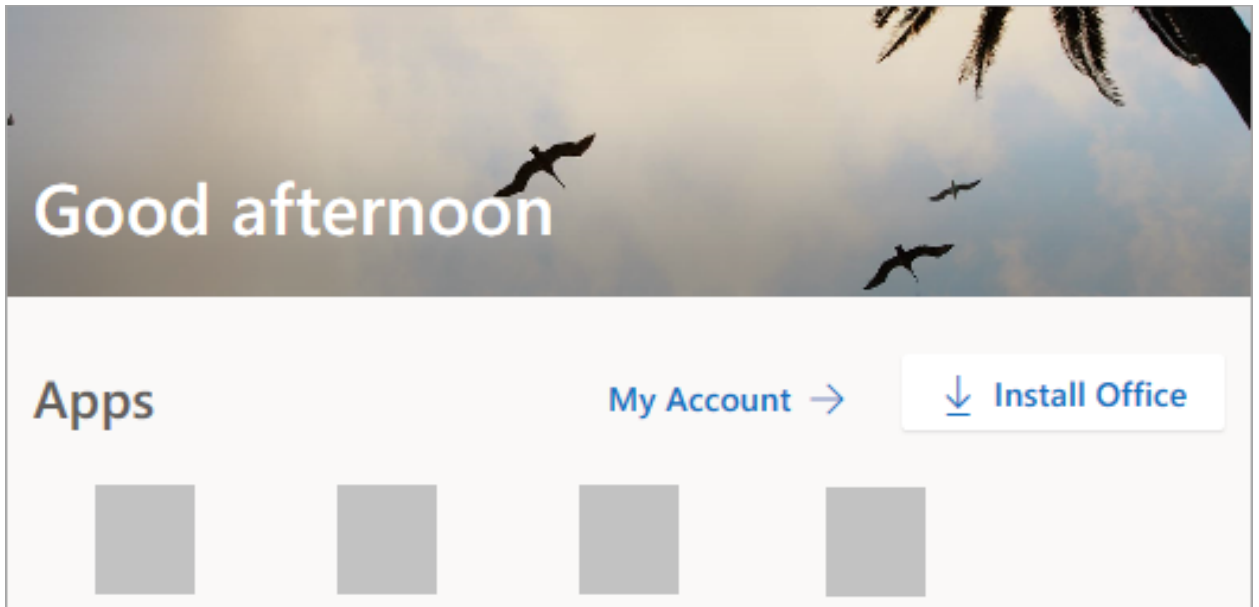
1. Go to www.office.com and if you're not already signed in, select **Sign in**.

Note: If you bought Office for personal use through your company's **Microsoft HUP** benefit, you may not be able to sign in here. Find installation help at [Install Office through HUP](#).

2. Sign in with the account you associated with this version of Office. This account can be a Microsoft account, or work or school account. [I forgot the account I use with Office](#)
3. After signing in, follow the steps that match the type of account you signed in with.

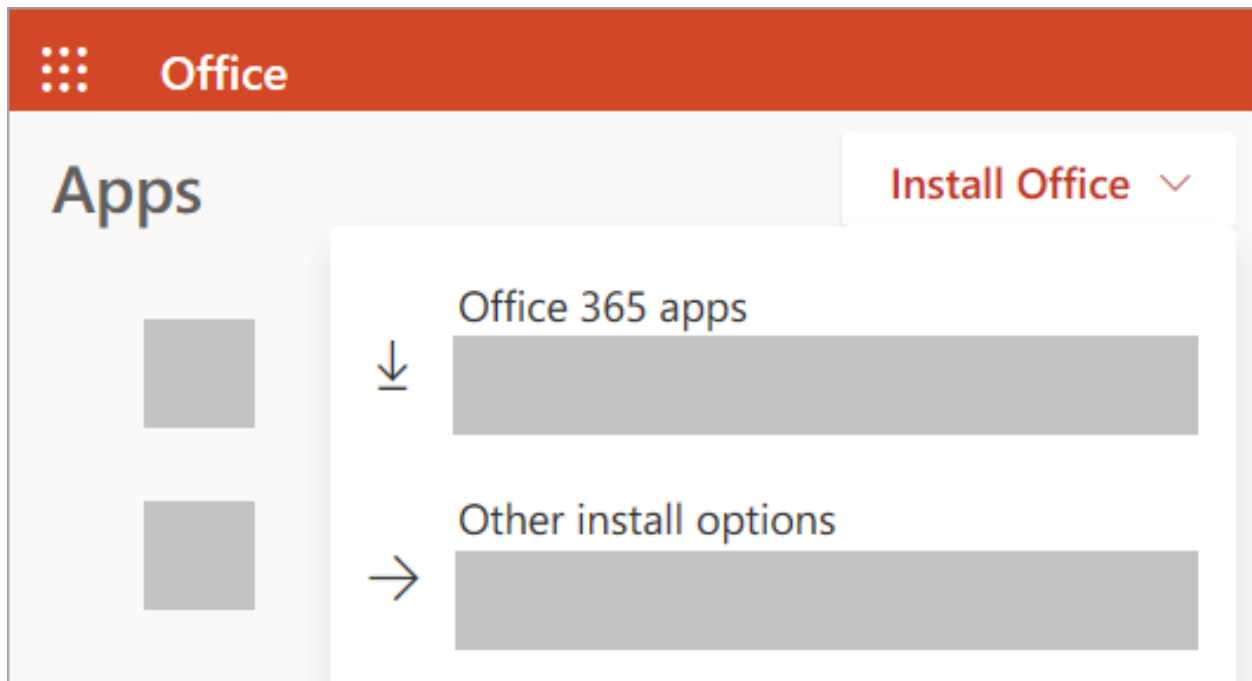
You signed in with a Microsoft account

From the Office home page select **Install Office** to start the download.



You signed in with a work or school account

- a. From the Office 365 home page select **Install Office apps** (if you set a different start page, go to aka.ms/office-install).



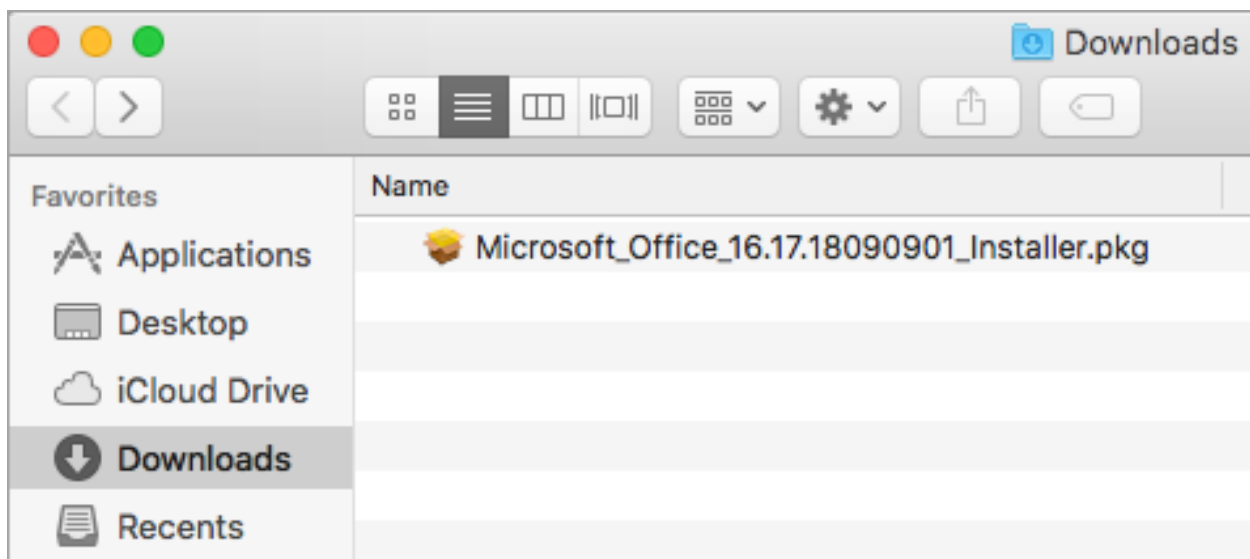
b. Select **Office 365 apps** to begin the download.

Note: Don't see an install option after signing in? There could be an issue with your account. Select [Need help?](#) from above and review the issues listed in the section **Account questions**.

4. Follow the instructions below to complete installing your Office apps.

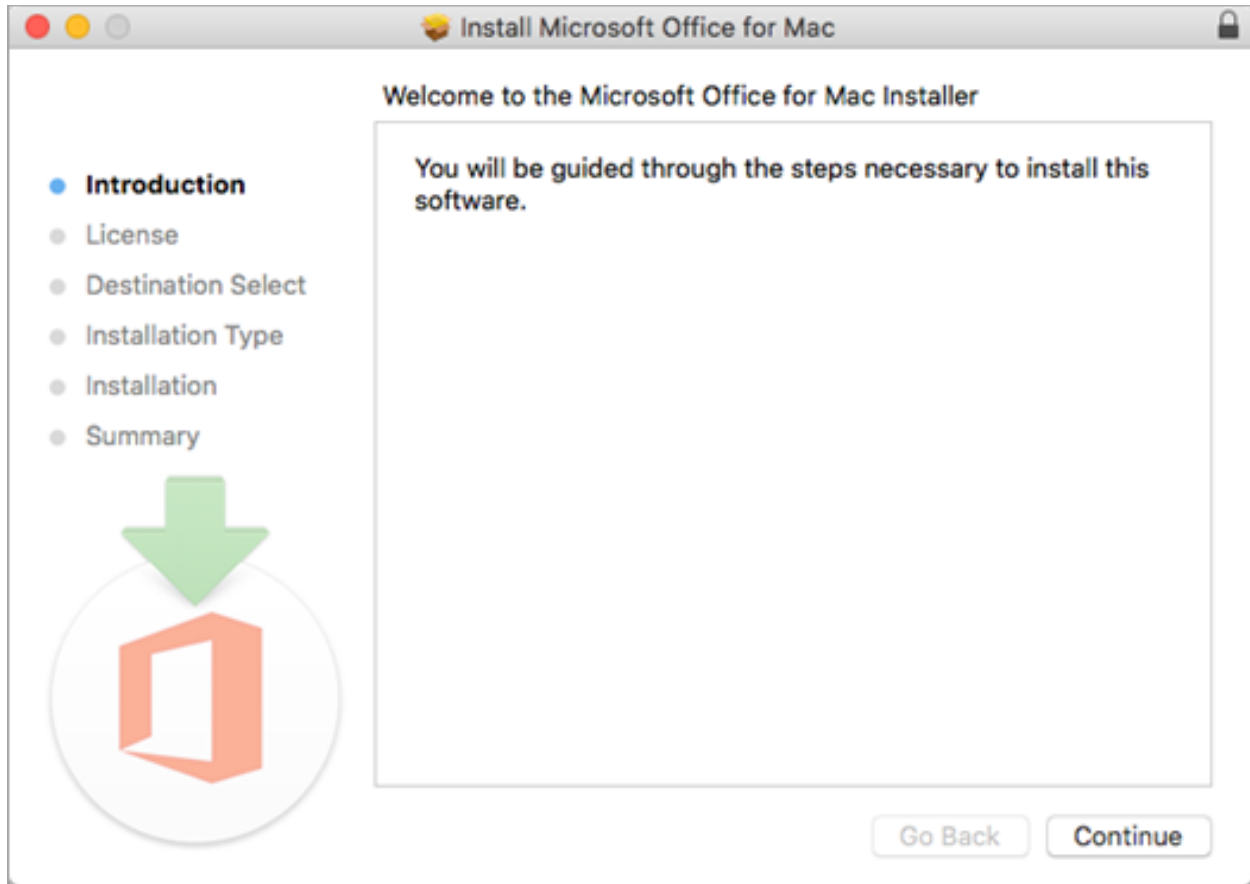
Install Office

1. Once the download has completed, open Finder, go to **Downloads**, and double-click **Microsoft Office installer.pkg** file (the name might vary slightly).



Tip: If you see an error that says the **Microsoft Office installer.pkg** can't be opened because it is from an unidentified developer, wait 10 seconds and move the downloaded file to your desktop. Hold **Control** + click the file to launch the installer.

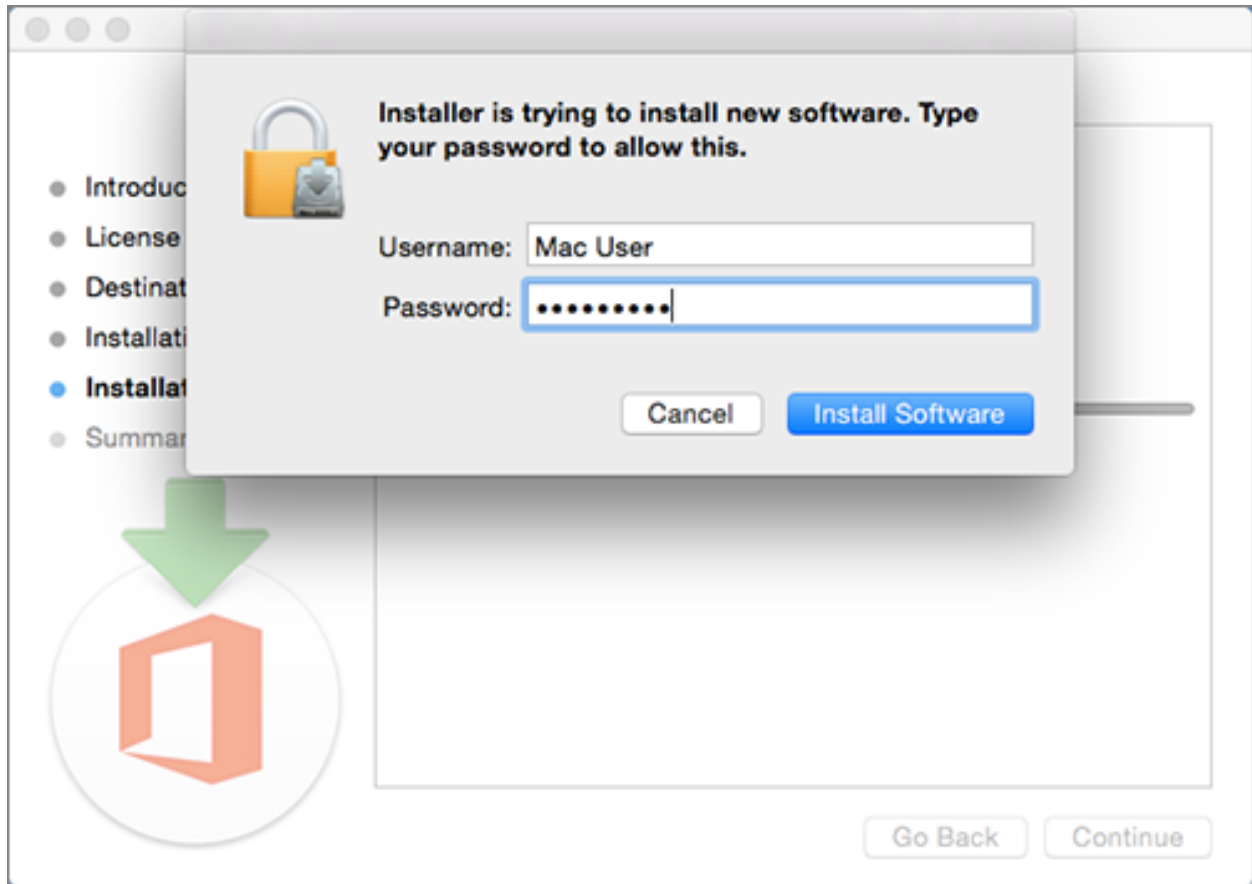
2. On the first installation screen, select **Continue** to begin the installation process.



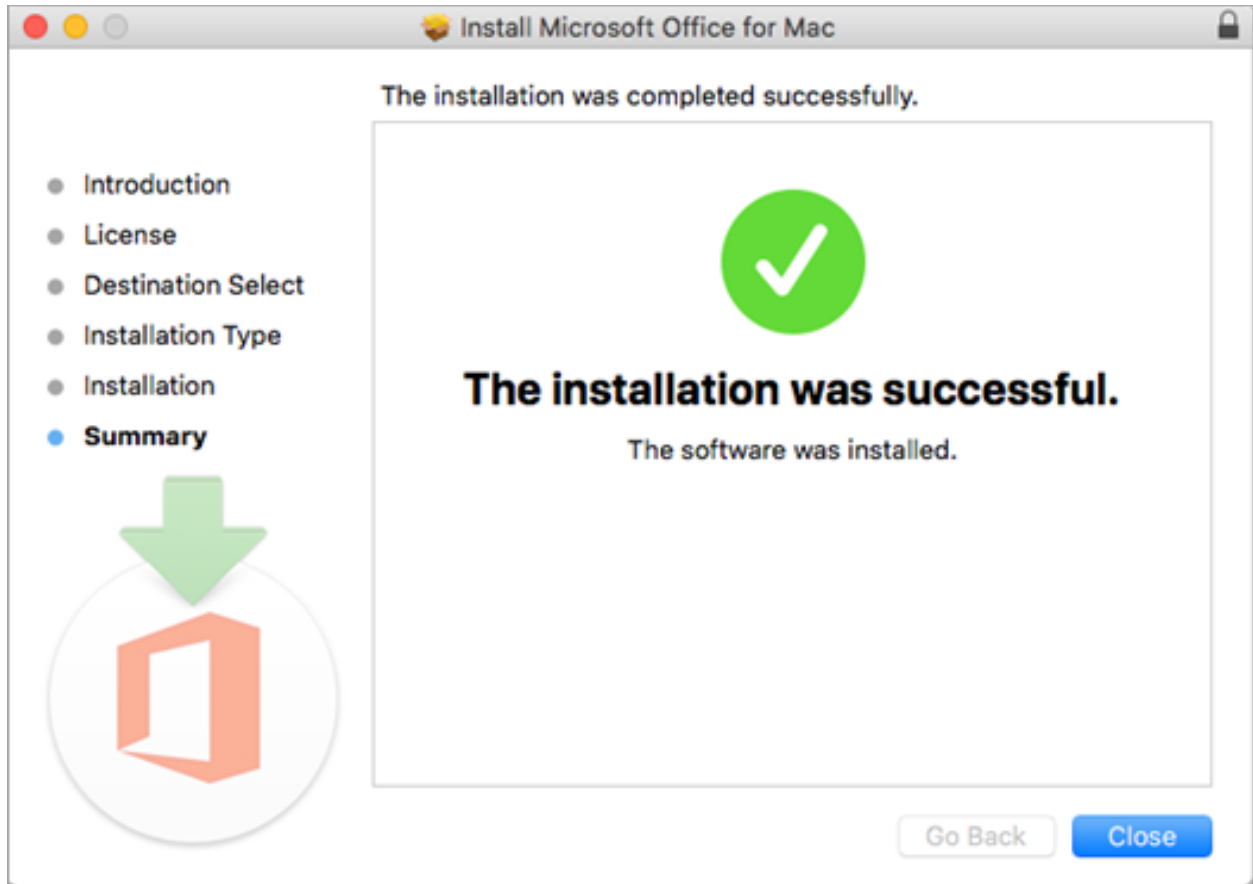
3. Review the software license agreement, and then click **Continue**.
4. Select **Agree** to agree to the terms of the software license agreement.
5. Choose how you want to install Office and click **Continue**.
6. Review the disk space requirements or change your install location, and then click **Install**.

Note: If you want to only install specific Office apps and not the entire suite, click the **Customize** button and uncheck the programs you don't want.

7. Enter your Mac login password, if prompted, and then click **Install Software**. (This is the password that you use to log in to your Mac.)

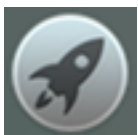


8. The software begins to install. Click **Close** when the installation is finished. If Office installation fails, see [What to try if you can't install or activate Office for Mac](#).



Launch an Office for Mac app and start the activation process

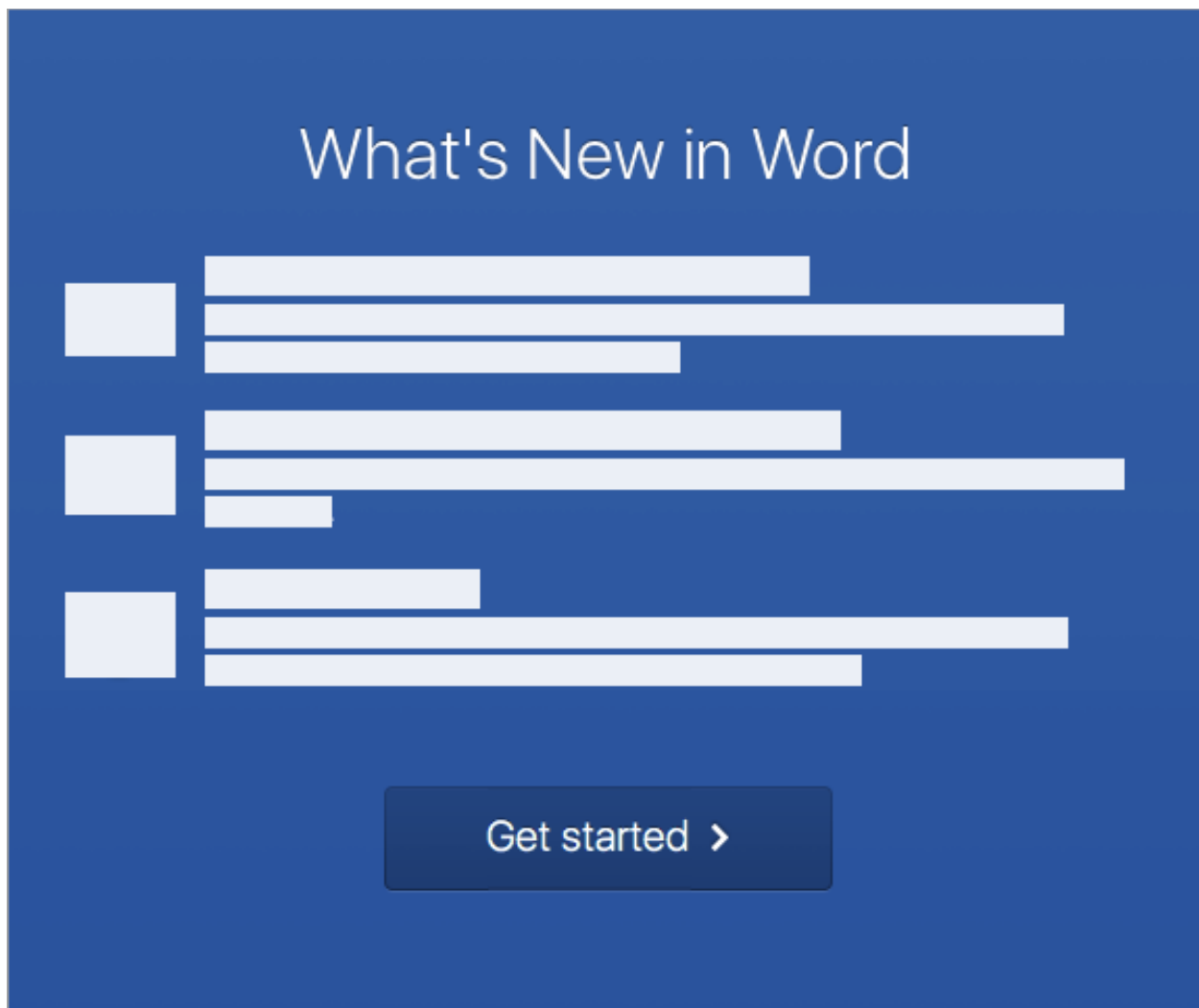
1. Click the **Launchpad** icon in the Dock to display all of your apps.



2. Click the **Microsoft Word** icon in the Launchpad.



3. The **What's New** window opens automatically when you launch Word. Click **Get Started** to start activating. If you need help activating Office, see [Activate Office for Mac](#). If Office activation fails, see [What to try if you can't install or activate Office for Mac](#).



Installation notes

Installation notes

How do I pin the Office app icons to the dock?

1. Go to **Finder** > **Applications** and open the Office app you want.
2. In the Dock, Control+click or right-click the app icon and choose **Options** > **Keep in Dock**.

Can I install Office on my iPhone or iPad?

Yes, see [Install and set up Office on an iPhone or iPad](#) and [set up email on an iOS device \(iPhone or iPad\)](#).