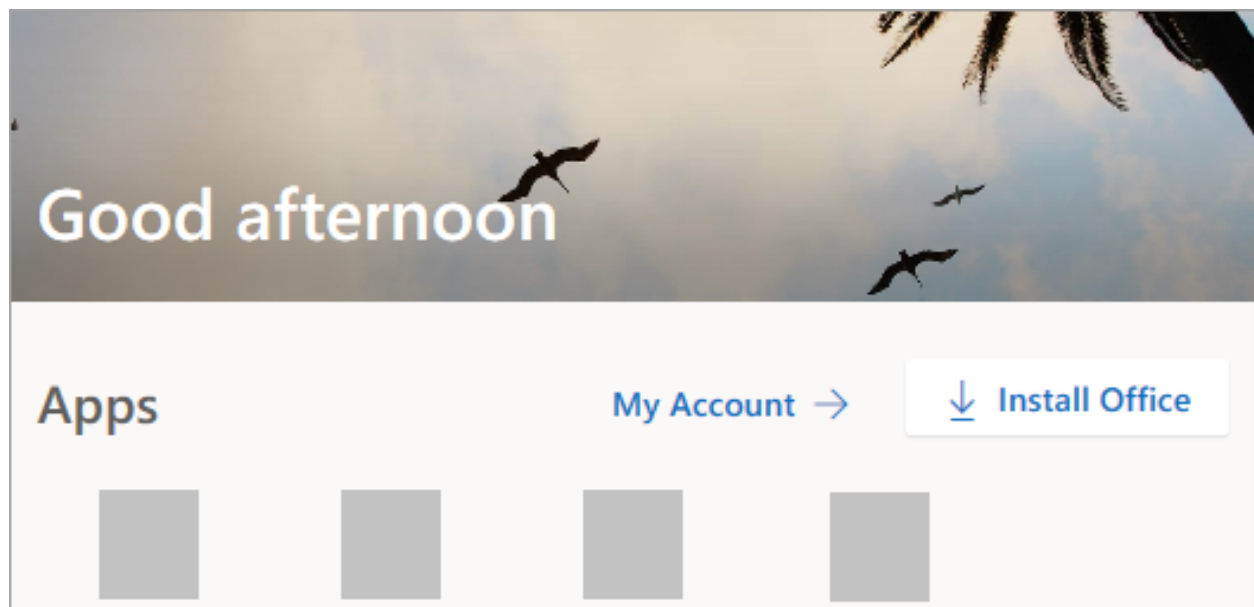


Sign in to download Office

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

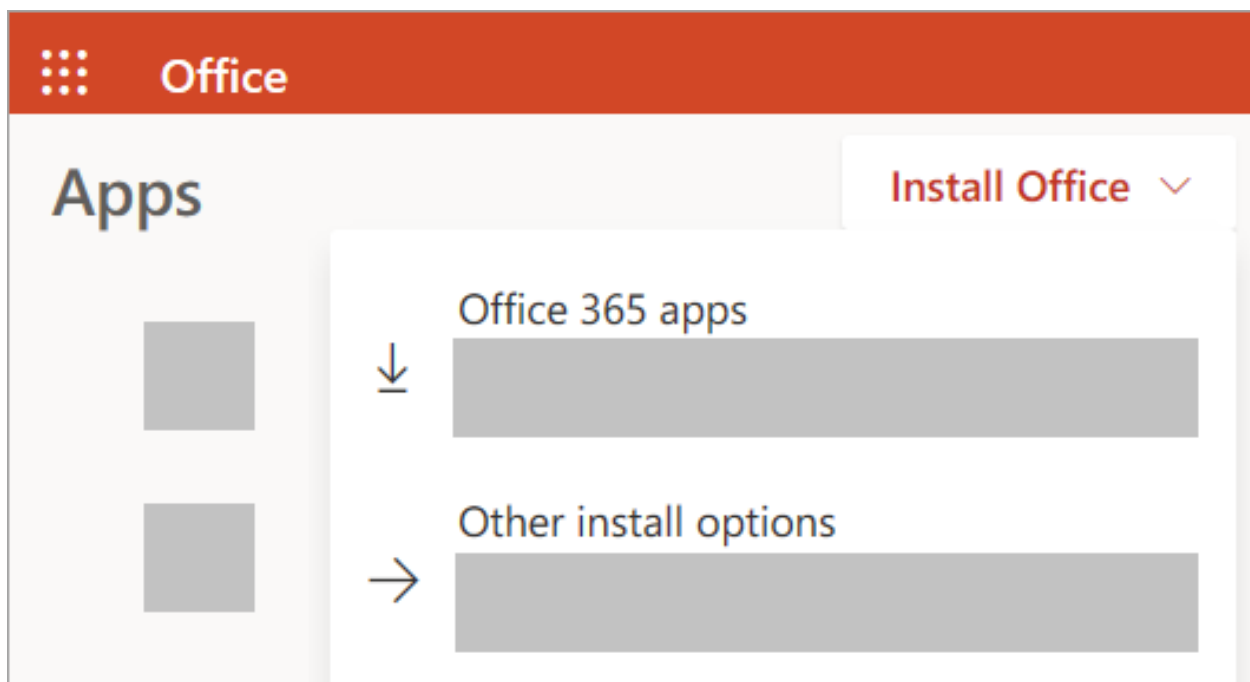
- a. From the Office home page select **Install Office**.



b. Select **Install** (or depending on your version, **Install Office**>).

You signed in with a work or school account

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



d. Select **Office 365 apps** to begin the installation.

Tip: The 64-bit version is installed by default unless Office detects you already have a 32-bit version of Office (or a stand-alone Office app such as Project or Visio) installed. In this case, the 32-bit version of Office will be installed instead.

To change from a [32-bit version to a 64-bit version](#) or vice versa, you need to [uninstall](#) Office first (including any stand-alone Office apps you have such as Project or Visio). Once the uninstall is complete, sign in again to www.office.com and select **Other install options**, choose the language and version you want (64 or 32-bit), and then select **Install**. (See [Install Visio](#) or [Install Project](#) if you need to reinstall those stand-alone apps.)

4. This completes the download of Office to your device. To complete the installation, follow the prompts in the "Install Office" section below.

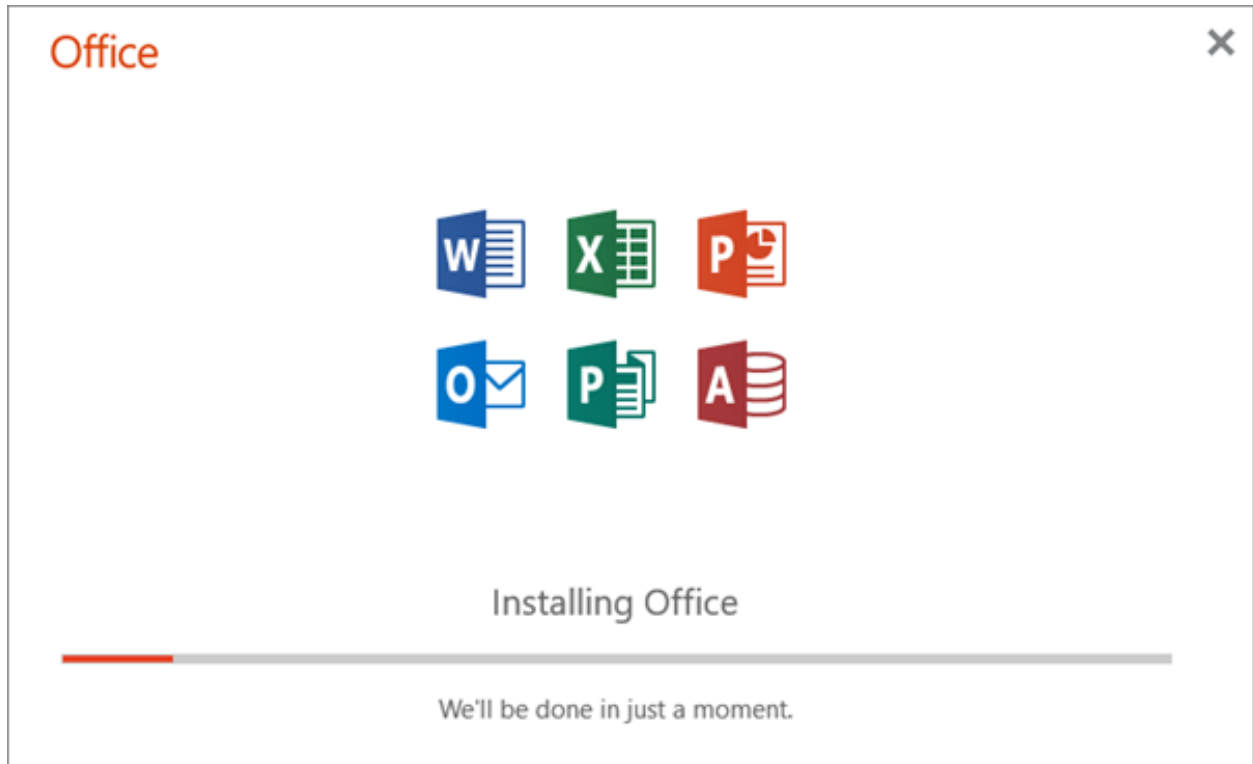
Tip: Don't see an install option after signing in? There could be an issue with your account. Select [Need help?](#) from above and review the solutions under **Account questions**.

Install Office

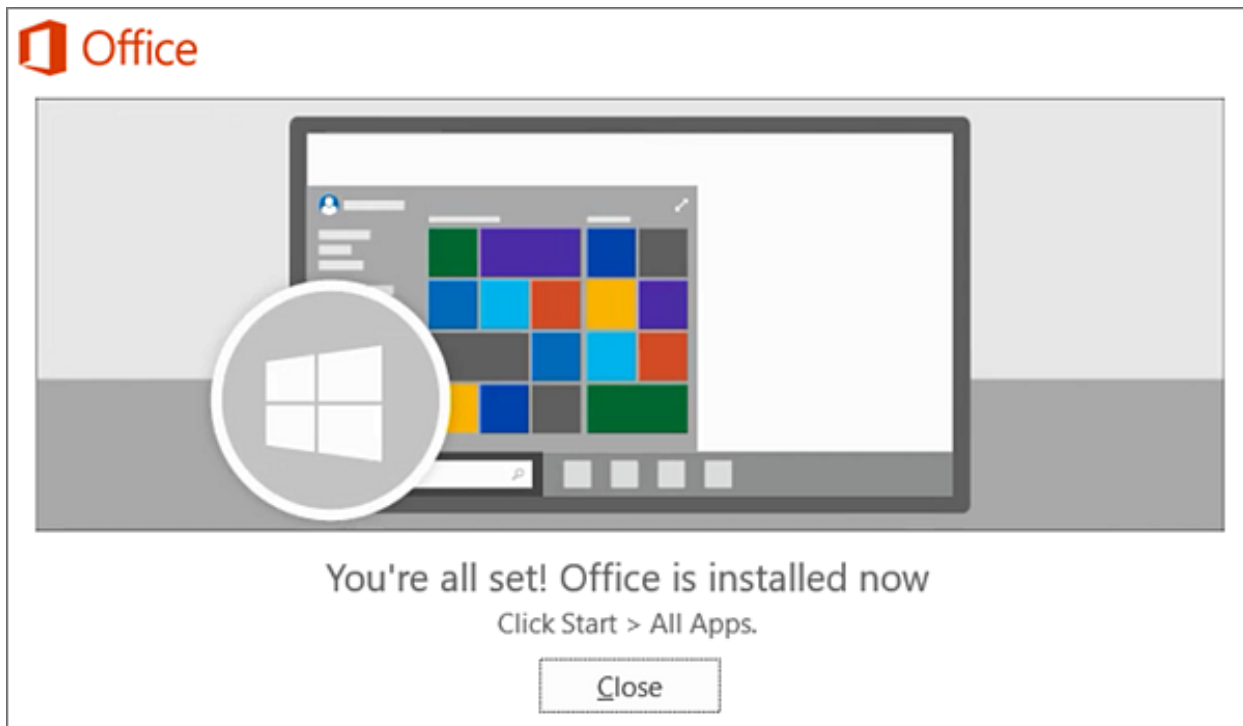
1. Depending on your browser, select **Run** (in Edge or Internet Explorer), **Setup** (in Chrome), or **Save File** (in Firefox).

If you see the User Account Control prompt that says, **Do you want to allow this app to make changes to your device?** select **Yes**.

The install begins.



2. Your install is finished when you see the phrase, "**You're all set! Office is installed now**" and an animation plays to show you where to find Office applications on your computer. Select **Close**.



Installation or sign in issues?

If you're having an installation issue such as Office taking long to install, try [Need help?](#) for a list of common issues.

Activate Office

1. To open an Office app, select the **Start** button (lower-left corner of your screen) and type the name of an Office app, like **Word**.

If you have Windows 8.1 or 8.0, type the name of an Office app on the **Start** screen. [Can't find your Office apps?](#)

2. To open the Office app, select its icon in the search results.
3. When the Office app opens, accept the license agreement. Office is activated and ready to use.

Note: The Activation Wizard appears if Office has trouble activating. Complete the steps in the wizard to finish activating Office.