INSTALLATION INSTRUCTIONS

MICROSOFT OFFICE 2016 PRO PLUS

1/2/3/4/5 PC - 32 & 64 Bits

System requirements:

Windows 10, Windows 8.1, Windows 8, Windows 7 Service Pack 1, Windows Server 2016, Windows Server 2012 R2, Windows Server 2012, or Windows Server 2008 R2 | NET 3.5 min. Some features may require .NET 4.0, 4.5, or 4,6 CLR to also be installed

1 gigahertz (GHz) or faster x86-bit or x64-bit processor with SSE2 instruction set

2 Gigabyte (GB) RAM

3.0 GB of available disk space

Graphics hardware acceleration requires a DirectX 10 graphics card.

Please take notice: This is an OEM version, which means that the product has been delivered together with another PC. It is original software, but sometimes problems may occur with the ONLINE activation.

RECOMMENDATION: Please uninstall the previous version of the product to avoid compatibility issues.

This product does not work on MAC-OS System.

Please take note of the following guidelines:

1.Download: Please click below:

Download

2.Login with your MS Account: Go to your MS Account and Login (The account must not contain any other Office product, if so please create a new account).

3.Redeem the prepaid code: In your Microsoft account will be shown "Office 2016 Professional Plus". After redeemed you can go to this link to verify if the key has been successfully redeemed:

Verify

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4. <u>Installation:</u> Download MS Office in the language of your preference (use the INSTALL button) and install it on your PC (it needs no further activation!).

5. <u>Phone Activation</u>: As an alternative method to activate the key, there is the possibility of phone activation. (716) 871 2781 / (888) 571 2048 – (888) 352 7140 (Please try 2 to 3 times if the call doesn't go through. Sometimes the servers are too busy or in maintenance).

<u>Activation of 2PC - 5PC</u>

1. To activate the remaining computers (2PC -5PC), there is no need to redeem the key, as it was already used to activate the Microsoft account you created.
2. **Log on to the PC on which you want to install the program at https://setup.office.com using the Microsoft account**.
3. Once the session starts, open a new window or tab and enter: **https://setup.office.com/home/getoffice** Here you can see your product and a "Download" button below its description.
4. Download the product. Once installation is complete, open Word or Excel and then go to File-> Account. Verify that your MS Account is logged in and go to "Activate Product". Finally, select "Online Activation". Please try this 2-3 times if needed.

We hope you have a successful installation. In case you have questions, concerns or problems regarding the activation of your product, please contact our Customer Service.