

# Download and install or reinstall Office 365 on a PC or Mac

Before you begin, make sure your PC or Mac meets the [system requirements](#).

**Office for home** Some [Office for home](#) products come with a product key. If yours did, before installing Office for the first time, sign in with an existing or new [Microsoft account](#) and enter your product key\* at [office.com/setup](#). Redeeming your key is what links your account with Office so you only have to do this once. Already did this? Go to Step 1.

**Office for business** If your [Office for business](#) subscription plan includes the desktop version of the Office apps you won't see an option to install it unless someone in your organization assigned a license to you. Learn how to check this in [What Office 365 product or license do I have?](#) Office 365 admins responsible for this, see [Assign licenses to users](#).

**Note:** \*Some versions of Office don't have an associated Microsoft account, or work or school account, or you may need to redeem your product key in a different way. For **Office Professional Plus 2019**, **Office Standard 2019**, or a stand-alone app such as **Word 2019** or **Project 2019** the steps to install Office depend if you got Office through the following:

**Microsoft HUP:** You bought Office for personal use through your company and have a product key, see [Install Office through HUP](#).

**Volume license versions:** IT departments might use a different method to install Office for their organization. Talk to your IT department for install help.

**Third-party seller:** You bought Office from a third-party and you're [having problems with the product key](#).

## Install on a PCInstall on a MacNeed help?

Step 1: 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.

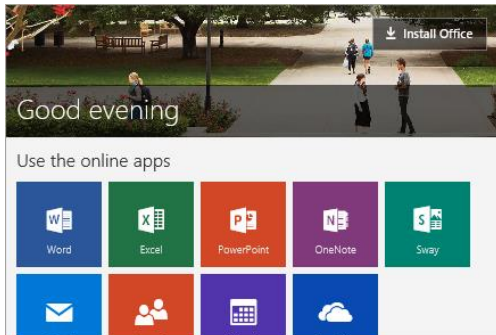
Forgot your account details? See [I forgot the account I use with Office](#).

3. After signing in, follow the steps that match the type of account you signed in with.

## You signed in with a Microsoft account

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



- b. Select **Install**. (For Office 365 subscribers, you may be on the Overview page and need to select **Install Office**> first.)

The 64-bit version is installed by default. However, if Office detects you have a previously installed 32-bit version, this version will be installed instead.

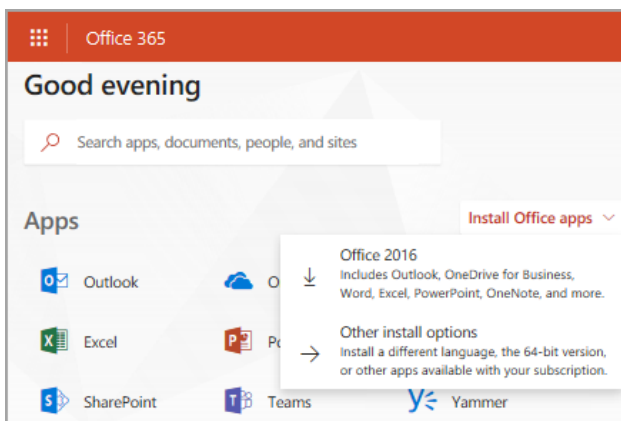
In this case, if you have 32-bit, but you want to install the 64-bit version you'll need to [uninstall](#) the 32-bit version first. Once that's done sign in to this location again and select **Other options**, and choose the language and the 64-bit or 32-bit version of Office, and then select **Install**.

**Note:** For more information about which version is right for you see [Choose between the 64-bit or 32-bit version of Office](#).

## You signed in with a work or school account

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



- d. Select **Office** to begin the installation.

The 64-bit version is installed by default. However, if Office detects you already have a 32-bit version of Office installed, then the 32-bit version will be installed instead.

In this case, if you have 32-bit, but you want to install the 64-bit version you'll need to [uninstall](#) the 32-bit version first. Once that's done sign in to this location again and select **Other install options**, your language, and then under **Version** select **Advanced > 64-bit or 32-bit**, and then select **Install**.

**Note:** For more information about which version is right for you see [Choose between the 64-bit or 32-bit version of Office](#).

Office should now begin downloading. Follow the prompts in Step 2 to complete the installation.

**Note:** If you're [running Windows 10 S](#), you may be taken to the Microsoft Store app. If that happens, follow the installation steps in [Install or reinstall Office from the Microsoft Store](#).

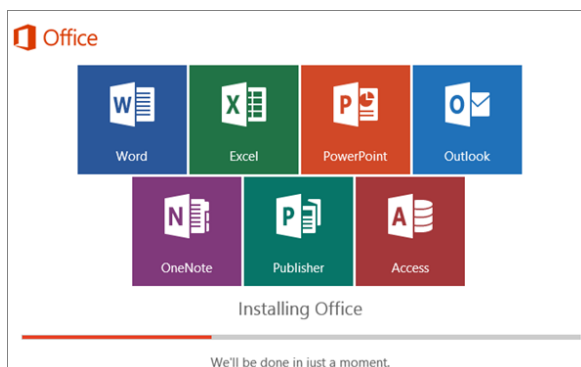
**Don't see an install option after signing in?** There could be an issue with your account. Select [Need help?](#) from above and review the solutions under **Account questions**.

Step 2: Install Office

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

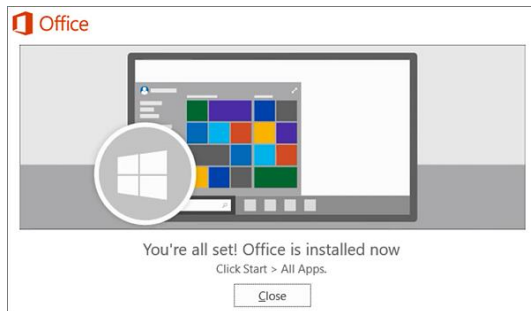
If you see the User Account Control prompt that says, **Do you want to allow this app to make changes to your device?** select **Yes**.

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**.

Follow the instructions in the window to find your Office apps. For example depending on your version of Windows, select **Start** and then scroll to find the app you want to open such as Excel or Word, or type the name of the app in the search box.



### 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.

Step 3: Activate Office

Start using an Office application right away by opening any app such as Word or Excel. [Can't find Office after installing?](#)

In most cases, Office is activated once you start an application and after you click **Accept** to agree to the License terms.

If you need activation help, see [Activate Office](#).