

Office 2024 Installation Guide - English

Step 1: Remove your current Office installation

Before installing Office 2024, it's important to uninstall any previous versions of Office from your computer. This prevents installation errors.

- ☑ Recommended method: use the official Office removal tool.
- ☑ [Click here to download the Office removal tool \(for Windows\)](#)

You can also manually uninstall Office via your computer's settings.

Step 2: Download Office 2024

- ☑ [Download Office 2024 Professional Plus](#)

Step 3: Start the installation

1. Double-click the downloaded file (usually in your Downloads folder).
2. Click on 'Install'..



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64Bits

Step 4: Open an Office application

Search for Word, Excel, or PowerPoint via the search bar and open the program.

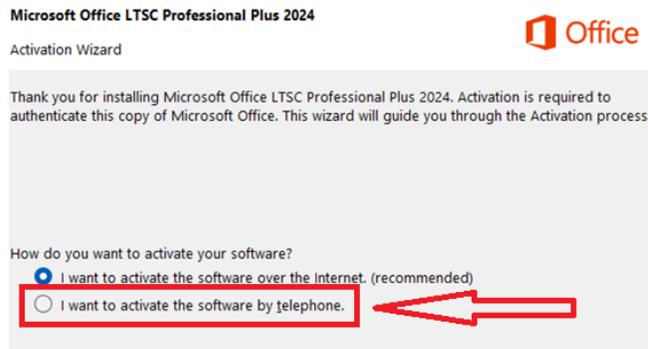
Step 5: Activate Office with your product key

1. In the opened Office application, go to: File > Account > Change Product Key
2. Enter the license key you received by email.



Step 6 (optional): Activate by phone using the Activation Wizard

1. Choose "I want to activate the software by telephone"
2. Select your country/region and call the number
3. Enter the Installation ID
4. Receive and enter the Confirmation ID



Step 7 (optional): ☒ Change the language in Office 2024

1. Open an Office program (like Word or Excel)
2. Go to File > Options > Language
3. Under "Office display language":
 - Click "Set as Preferred" next to English, or
 - Click "Add a Language" to add English and set it as your preferred language