## Microsoft Office 2016 for Home Computer/Laptop



Office 2016 Mac and Windows Home Use Program is available for FUSD teachers and staff. If you are interested in purchasing a copy of Office 2016 for a <u>home</u> computer/laptop, please follow the directions below.

 Office 2016 for the Mac requires OSX 10.10 / Yosemite or higher. Recommend uninstalling your old version of Office, if installed. Check for OS and Office updates after you install Office 2016.
Office 2016 for Mac includes:



 Office 2016 for Windows requires Windows 7 or higher. Recommend downloading and installing the 32-bit version (not the 64-bit version that is an option) and uninstalling your old version of Office. Check for OS and Office updates after you install Office 2016.

Office 2016 for Windows includes:



To purchase, follow these simple steps:

Step1: Got to www.microsofthup.com

Step 2: Enter your work email address and HUP Program code.

Step 3: Buy the software and download Microsoft Office Professional Plus 2016.

Here is a link to the Microsoft FAQ about the program that should answer most of your questions. <u>http://www.microsofthup.com/hupus/faq.aspx?culture=en-US</u>

**Disclaimer:** Flagstaff Unified School District is offering this Microsoft Home Use Program to teachers and staff "As Is" and the Technology and/or Tech Services department will not provide support with downloading, installing or resolving any home computer/laptop issues that you may encounter. (You are making this purchase from Microsoft and the support and licensing information is outlined in the FAQ link above.)