Activation by Telephone

- 1. Open an Office application.
- 2. Read and accept the license agreement when requested.

3. Activation can potentially be automated. If Office has not been activated automatically, perform the following actions.

Once the Activation Wizard has displayed, choose the Activate Office by Telephone option and click Next. If nothing happens after the Next button has been clicked, press the ENTER key.

Microsoft Office Activation Wizard	— ———————————————————————————————————					
Microsoft Office Home and Student 2016	Office					
Thank you for installing Microsoft Office Home and Student 2016. Activation is required to authenticate this copy of Microsoft Office. This wizard will guide you through the Activation process.						
How do you want to activate your software?						
I want to activate the software over the Internet. (recommended)						
I want to activate the software by telephone.						
If you choose not to activate at this time, you may run the software for 29 more days before the product becomes unlicensed. Click Help for more information.						
	Privacy Statement					
<u>H</u> elp	<u>Back</u> <u>N</u> ext <u>Cancel</u>					

If the Activation Wizard does not display anything, create a new, empty document, open the File -> Account menu options and then select Activate Product.



4. During Step 1, choose your country or region and then use the indicated phone number to call the Production Activation Center specified for the chosen country or region.



5. When requested, enter the Installation ID that was displayed by Step 2 of the Activation Wizard.
Step 2: When prompted, provide this Installation ID:

6. The Production Activation Center will already have a Confirmation ID, which will be entered in Step 3 of the Activation Wizard.

Step 3:	Enter your Confirmation ID here:								
	A	В	с	D	E	F	G	н	

7. Click Next and follow the instructions to complete the activation process. If nothing happens after the Next button has been clicked, press the ENTER key.