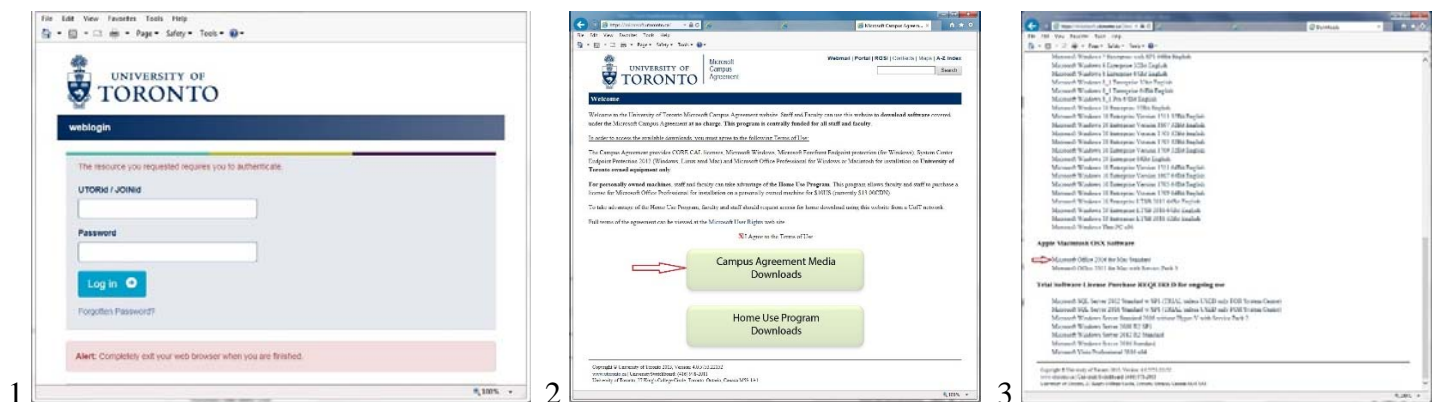# Installing Microsoft Office 2016 for Mac

The University of Toronto has created a download site where you can download Office 2016 for your Mac. **Please be advised that you should be running OS X because you can't install Office 2016 for Mac with any version of OS X below 10.10. We also recommend that you do this a few days in advance of your migration date in case you encounter any issues, giving you time to have them corrected.**

1. Once you click the download link below you will need to login with your UTORID and password. Please note that you only have a window of 2 min to login otherwise you will need to close the window and click for downloads again.

2. Once you have logged in you will need to click the "I agree to the terms of use" box and choose the Campus Agreement Media Downloads.

3. You will then see a list of downloads available. Please scroll to the bottom of the page a click on "Microsoft Office 2016 for MAC Standard".
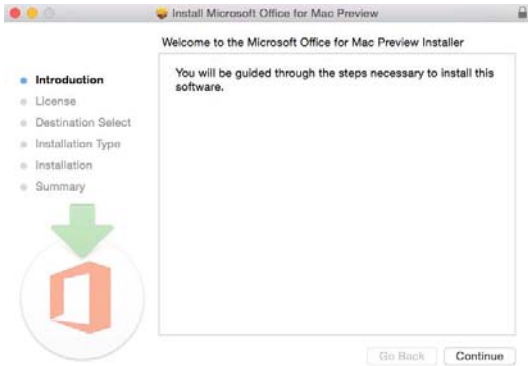

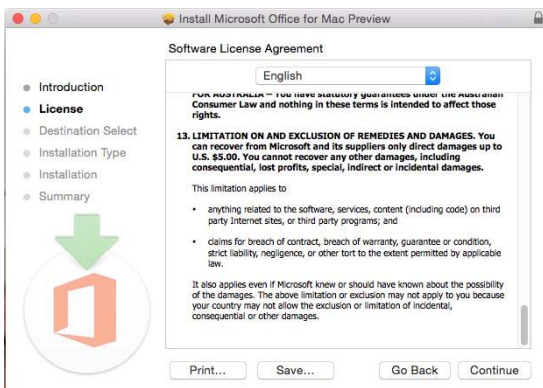You can begin the download by clicking here.

https://microsoft.utoronto.ca/

Once you have downloaded the file to your downloads folder, click on the SW_DVD5_Office_Mac_Standard_2016_MultiLang_-9_.dmg_MLF_X21-58282.iso file which will open another window where you will run the Microsoft Office 2016 installer.pkg to get started. You will then be guided through the necessary steps to install the software.
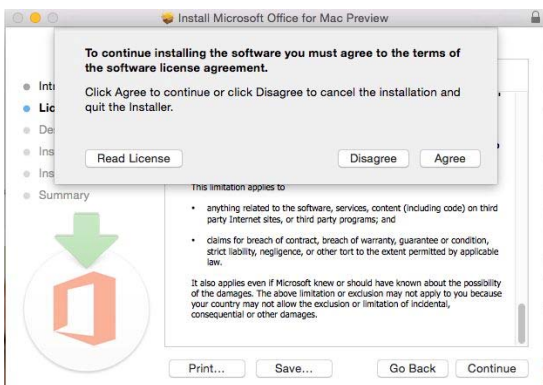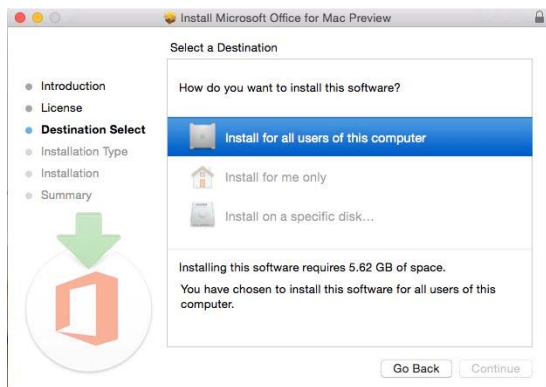
Step 1: Download the Install

Step 2: Read and Agree to Licensing Agreement

The software license agreement comes in many languages, select English. Once you read the agreement, you will have scrolled to the bottom. Click continue to agree.
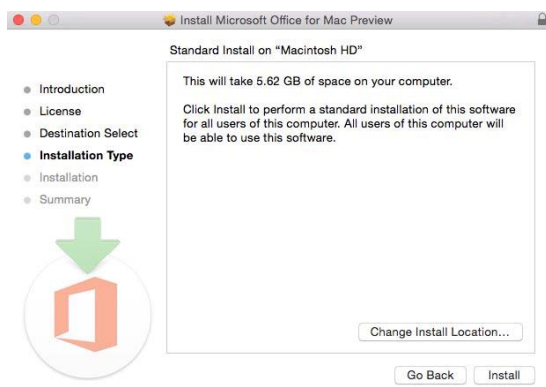
Step 3: Agree to the License Agreement to Begin Installation

You will then be prompted to agree. Once you do you will select what users of your computer will have access to the software to select the destination for install. You will want all users of my computer to be able to access Office 2016. Select and click continue.

Step 4: Install Office for Mac

Now you are ready to install. Click install. You will have to wait a few moments for the installation to complete. Then you will be notified that the installation was successful. And your installation is complete.