Office LTSC 2024 deployment documentation

Resources for IT professionals and admins on how to deploy and manage Office LTSC 2024.

Plan, prepare, and deploy

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Overview of Office LTSC 2024

Article • 04/02/2025

Office Long Term Service Channel (LTSC) 2024 is the most recent on-premises edition of Microsoft's core productivity apps, designed for use in disconnected or restricted environments. It's available to organizations through volume licensing agreements

> ⓘ **Important**
>
> Office LTSC 2024 is different from the Office version offered through Microsoft 365 plans, called Microsoft 365 Apps. Because it's designed for disconnected environments, Office LTSC doesn't include any cloud-backed features. It also doesn't receive feature updates after launch. If your organization currently deploys Microsoft 365 Apps for enterprise or Microsoft 365 Apps for business, you don't need Office LTSC 2024. Microsoft 365 Apps includes all Office LTSC 2024 features and many more features that Office LTSC 2024 doesn't include.

Enterprise administrators can download and deploy Office LTSC 2024 to users within their organization. The following volume licensed Office products are available for devices running Windows:

- Office LTSC Professional Plus 2024
- Office LTSC Standard 2024
- Project Professional 2024
- Project Standard 2024
- Visio LTSC Professional 2024
- Visio LTSC Standard 2024

Minimum system requirements

Office LTSC 2024 is supported on the following operating systems:

- Windows 11[*]
- Windows 10
- Windows 10 LTSC 2021
- Windows 10 LTSC 2019
- Windows Server 2022

[*] *For Arm-based devices, Windows 11 is the minimum supported version.*

Your device needs at least a 1.1 GHz, two-core processor, 4 GB of RAM, 4 GB of available disk space, and a display with a resolution of 1280 x 768 to run Office LTSC 2024. A 64-bit version of Office is required for 4K and higher resolutions.

For detailed system requirements, see System requirements for Microsoft 365 and Office ⧉.

For devices running macOS, Office LTSC Standard for Mac 2024 is available for volume licensed customers. For more information, see Deployment guide for Office for Mac.

Support duration

Office LTSC 2024, including Project and Visio, receive five years of Mainstream Support. After this period, there will be no Extended Support for these products. For more information, see Fixed Lifecycle Policy.

What changed in Office LTSC 2024?

Office LTSC 2024 brings several key updates and improvements compared to previous Office versions. This section highlights the most significant changes to help you quickly understand what's new.

> 💡 **Tip**
>
> If you're moving to Office LTSC 2024 from Office 2016, you should also review the changes documented in the **Overview of Office 2019 (for IT Pros)**. The most significant difference between Office 2016 and Office LTSC 2024 is the shift in installation technology from Windows Installer (MSI) to Click-to-Run.

OpenDocument format 1.4

Word, Excel, and PowerPoint in Office LTSC 2024 include support for OpenDocument format (ODF) 1.4. With this change, ODF files are saved in the ODF 1.4 format by default. ODF 1.4 introduces several new features, such as tables within shapes, lists starting at zero, and new accessibility attributes for decorative objects. Previous versions of ODF files can still be opened but are saved as ODF 1.4. For more information, see support for OpenDocument Format 1.4 ⧉.

Office Add-ins

More Office Add-ins JavaScript APIs are available with Office LTSC 2024, including these requirement sets.

- Product requirement sets:
  - Excel: Up to 1.17
  - Outlook: Up to 1.14
  - PowerPoint: Up to 1.5

- Common API requirement sets:
  - CustomFunctionsRuntime 1.3 (Excel)
  - DialogApi 1.2 (Excel, PowerPoint, Word)
  - IdentityAPI 1.3 (Excel, Outlook, PowerPoint, Word)
  - ImageCoercion 1.2 (Excel, PowerPoint, Word)
  - OpenBrowserWindowApi 1.1 (Excel, Outlook, PowerPoint, Word)
  - RibbonApi 1.1 (Excel)
  - SharedRuntime 1.1 (Excel)

Publish to Power BI in Excel

The Publish to Power BI feature is removed from Excel. This change doesn't affect prior versions of on-premises Office.

Move to the Power BI service for a more robust set of features, such as importing Excel workbooks from OneDrive and SharePoint document libraries to view in Power BI. Existing local workbooks can still be downloaded from Power BI workspaces, and Excel data models can be published as Power BI semantic models with scheduled refresh.

Microsoft Publisher

Microsoft Publisher is not included with Office LTSC 2024. This change is due to the planned retirement of Publisher, which will no longer be supported after October 2026. For more information, see Microsoft Publisher will no longer be supported after October 2026 ↗.

Microsoft Teams

The Microsoft Teams app isn't preinstalled with Office LTSC 2024, but is available as a separate download. Organizations that require Teams for communication and collaboration can download Teams ↗ separately.

ActiveX

In Office LTSC 2024, ActiveX controls are disabled by default. However, IT administrators can re-enable ActiveX where necessary.

What stayed the same in Office LTSC 2024?

Continue using the same software distribution tools, such as Microsoft Configuration Manager, to deploy and update Office LTSC 2024 as you do for volume licensed versions of Office LTSC 2021 or Office 2019.

The activation process for volume licensed versions of Office remains unchanged. You can still use Key Management Service (KMS) or Multiple Activation Key (MAK) to activate Office. For more information, see Overview of volume activation of Office.

The major version of Office LTSC 2024 is 16.0, the same as Office LTSC 2021 and volume licensed versions of Office 2019 and Office 2016. This consistency in the major version provides several benefits when upgrading from earlier versions:

- Existing Group Policy settings remain functional, as they continue to be stored in the following registry locations:
  - HKEY_LOCAL_MACHINE\SOFTWARE\Policies\Microsoft\Office\16.0
  - HKEY_CURRENT_USER\SOFTWARE\Policies\Microsoft\Office\16.0
- Other registry locations and settings that reference 16.0 still apply.
- Add-ins and other extensibility solutions compatible with Office LTSC 2021 or Office 2019 are likely to work with Office LTSC 2024, requiring minimal testing.

What are the new features in Office LTSC 2024?

For information about the new features in Office LTSC 2024, see the following articles:

- What's new in Office LTSC 2024 ⧉
- What's new in Access 2024 ⧉
- What's new in Excel 2024 ⧉
- What's new in OneNote LTSC 2024 ⧉
- What's new in Outlook 2024 ⧉
- What's new in PowerPoint 2024 ⧉
- What's new in Visio 2024 ⧉
- What's new in Word 2024 ⧉

> ⓘ **Note**

Office LTSC 2024 provides valuable enhancements for customers who need to keep their Office apps on-premises, but it doesn't include the new features and functionality available in Microsoft 365 Apps. As a result, users don't have access to real-time collaboration, AI-driven automation, or advanced security and compliance tools tailored for a hybrid work environment.

Keep in mind that Office LTSC 2024 doesn't receive any new features. If you want to get new Office features on an ongoing basis, you should consider moving to a Microsoft 365 plan. Many business and enterprise plans include Microsoft 365 Apps. These plans also provide you with Microsoft 365, which includes the same apps as Office LTSC 2024. For more information, see Compare Microsoft 365 enterprise plans ⧉, Compare Office 365 enterprise plans ⧉, and Compare Microsoft 365 business plans ⧉.

To continue receiving ongoing feature updates for the desktop versions of Project and Visio, you should consider moving to a subscription plan such as Planner and Project Plan 3 or Planner and Project Plan 5. For more information on the available subscription options, see Microsoft Planner plans and pricing ⧉ and Visio Plan 2 ⧉.

How do I upgrade to Office LTSC 2024?

Uninstall versions of Office before deploying Office LTSC 2024. Most Office products installed via Windows Installer (MSI), such as Office 2016, can be removed during the installation of Office LTSC 2024. For more information, see Remove existing versions of Office before installing Office LTSC 2024.

Additional information about Office LTSC 2024

- Office LTSC Professional Plus 2024 includes Access, Excel, OneNote, Outlook, PowerPoint, and Word. Skype for Business is available as an optional install during setup.
- Access isn't available for devices running macOS.
- Office LTSC 2024 includes the OneNote desktop app. For more information, see Deployment guide for OneNote.
- Office LTSC 2024 is available in both 32-bit and 64-bit versions. We recommend 64-bit on devices with 4 GB or more of memory. However, you should assess application compatibility and other factors that might require the use of the 32-bit version. For more information, see Choose between the 64-bit or 32-bit version of Office ⧉.
- After you download the installation files, internet connectivity isn't required to install Office LTSC 2024. Internet connectivity is required for MAK activation, but

not for KMS activation. After activation, internet connectivity isn't required to use Office LTSC 2024.

Related articles

- Deploy Office LTSC 2024
- Update Office LTSC 2024
- Overview of volume activation of Office

Feedback

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Provide product feedback ⬀

Deploy Office LTSC 2024

07/29/2025

To configure and deploy Office LTSC 2024, including Project and Visio, within your organization, you'll use the Office Deployment Tool (ODT). The ODT provides flexibility and control, allowing you to customize and manage installations according to your specific needs.

The installation files for Office LTSC 2024 are available on the Office Content Delivery Network (CDN) on the internet. You can install Office LTSC 2024 directly from the Office CDN. Or, you can download the installation files from the Office CDN to a location on your local network, such as a shared folder, and install Office LTSC 2024 from that location. You can use different methods for different sets of devices in your organization. Whichever method you choose, you use the ODT.

Installing directly from the Office CDN requires the least amount of administrative effort and is recommended. However, you might have constraints that prevent you from installing directly from the internet. For example, some devices might not have connectivity to the internet, or you might have limited bandwidth to the internet.

Here are the basic steps for deploying Office LTSC 2024:

1. Download the Office Deployment Tool from the Microsoft Download Center
2. Create the configuration.xml file
3. Download the Office LTSC 2024 installation files *(Optional, if you're not installing directly from the Office CDN.)*
4. Install Office LTSC 2024 by using the Office Deployment Tool

Alternatively, you can use Configuration Manager to deploy Office LTSC 2024 if that's available in your organization.

Download the Office Deployment Tool from the Microsoft Download Center

The Office Deployment Tool ⧉ (ODT) is available for free from the Microsoft Download Center. Always download and use the latest version of the ODT.

After downloading the Office Deployment Tool, double-click the officedeploymenttool executable (.exe) file to extract the ODT files. The extracted files include setup.exe and a sample configuration.xml.

The setup.exe file is the ODT and is a command-line tool. The configuration.xml file is a sample that helps you get started. Use the configuration.xml file to specify settings for the ODT when

downloading or installing Office. This file is a simple XML file that can be created and edited in any text editor, such as Notepad. You can name the file anything you prefer, as long as it retains the .xml file extension.

For an Office LTSC 2024-specific sample, see Sample configuration.xml file to use with the Office Deployment Tool.

Create the configuration.xml file

Once you have a copy of the ODT, the next step is to create a configuration.xml file. You can create multiple configuration.xml files to be used with the ODT. For example, you can create a configuration.xml file to download and install the 64-bit version of Office LTSC Professional Plus 2024 in English. Then, you can create a different configuration.xml file to install the 32-bit version of Visio LTSC Professional 2024 in French. When you run the ODT from an elevated command prompt, you specify which configuration.xml file to use.

> 💡 **Tip**
>
> - Use the **Office Customization Tool (OCT)** ⧉ instead of a text editor to create your configuration.xml file.
> - The OCT simplifies creating and customizing your configuration.xml file through a web-based interface that allows you to easily make selections for use with the Office Deployment Tool. For more information, see **Overview of the Office Customization Tool**.
> - Note that this OCT is different from the Office Customization Tool previously used to install volume licensed versions of Office that used Windows Installer (MSI) as the installation technology.

⧉ Expand table

Configuration	configuration.xml setting	Additional information
Where to download the Office installation files to and where to install Office from. For example, \\server\share (a shared folder on your local network).	SourcePath	If you don't specify a SourcePath when installing Office, the ODT looks for the installation files in the folder it's located in. If it doesn't find the Office installation files there, it goes to the Office CDN to get the installation files. We recommend that you install Office directly from the Office CDN, if internet connectivity and network bandwidth make that possible.

Configuration	configuration.xml setting	Additional information
Which products to download or install. For example, Office LTSC Professional Plus 2024.	Product ID	Valid values include the following IDs: - ProPlus2024Volume - Standard2024Volume - ProjectPro2024Volume - ProjectStd2024Volume - VisioPro2024Volume - VisioStd2024Volume For a list of Product IDs for other volume licensed Office products, such as Access LTSC 2024, see List of Product IDs which are supported by the Office Deployment Tool for Click-to-Run.
Use Key Management Service (KMS) to activate Office LTSC 2024	PIDKEY	Enter the Generic Volume License Key (GVLK) for KMS activation.
Use Multiple Activation (MAK) to activate Office LTSC 2024	PIDKEY	Enter the product key for MAK activation.
Which languages to download or install. For example, English (en-us) and French (fr-fr).	Language ID	You can install multiple languages at the same time you're installing Office LTSC 2024, or you can install them later. For more information, see Deploy languages for Office LTSC 2024.
Which proofing tools to install	Product ID	The Product ID is "ProofingTools" and is used in combination with the Language ID. For more information, see Deploy languages for Office LTSC 2024.
Which edition of Office LTSC 2024 to download or install. For example, the 64-bit version.	OfficeClientEdition	Valid xml values are "32" and "64." All Office products on the device must be of the same architecture. You can't have both 32-bit and 64-bit Office products installed on the same device. We recommend 64-bit on devices that have 4 GB or more of memory. But you should assess application compatibility and other factors that might require you to use the 32-bit version. For more information, see Choose between the 64-bit or 32-bit version of Office ⬚.
Which apps to install. For example, all apps except Access.	ExcludeApp	By default, all apps included in Office LTSC Professional Plus 2024 are installed. For example, to not install Access, you can include the following line in your configuration.xml: <ExcludeApp ID="Access" /> For more information, see ExcludeApp element.

Configuration	configuration.xml setting	Additional information
Where to get security and quality updates from. For example, directly from the Office CDN on the internet.	UpdatePath	The default is to get updates directly from the Office CDN on the internet, which is recommended and requires the least amount of administrative effort. But if you need to update devices that don't have internet connectivity, you can specify that Office gets updates, for example, from a shared folder on your local network. But this option means that you must download the updates from the Office CDN each month and copy them to the shared folder. For more information, see Update Office LTSC 2024.
Which update channel to install from and get updates from	Channel	Office uses the concept of update channels to determine which updates an installed version of Office receives. For more information, see Update channel for Office LTSC 2024.
Whether to remove previous Windows Installer (MSI) versions of Office before installing Office LTSC 2024	RemoveMSI	Recommended. For more information, see Remove existing versions of Office before installing Office LTSC 2024.

For more information about these configuration.xml settings, see Configuration options for the Office Deployment Tool. Keep in mind that not all the information in that article applies to Office LTSC 2024. For example, the settings related to shared computer activation, such as SharedComputerLicensing and SCLCacheOverride, don't apply to Office LTSC 2024.

Sample configuration.xml file to use with the Office Deployment Tool

The following sample configuration.xml file can be used to either download or install the 64-bit version of Office LTSC Professional Plus 2024 in English using a shared folder on your local network and activate by using MAK. If you're using this configuration.xml to install Office LTSC 2024, previous Windows Installer (MSI) versions of Office are removed as part of the installation process. Even though it's not specified in the configuration.xml file, updates are automatically enabled and are configured to come directly from the Office CDN, because those settings are the default.

> 💡 **Tip**

For the PIDKEY, replace #####-#####-#####-#####-##### with your MAK client activation key.

```XML
<Configuration>
  <Add OfficeClientEdition="64" Channel="PerpetualVL2024"
SourcePath="\\Server\Share">
    <Product ID="ProPlus2024Volume" PIDKEY="#####-#####-#####-#####-#####">
      <Language ID="en-us" />
    </Product>
    <Product ID="ProofingTools">
      <Language ID="de-de" />
      <Language ID="es-es" />
    </Product>
  </Add>
  <RemoveMSI />
  <Display Level="None" AcceptEULA="TRUE" />
</Configuration>
```

Remove existing versions of Office before installing Office LTSC 2024

Uninstall any previous versions of Office before installing Office LTSC 2024. To remove versions of Office that use Windows Installer (MSI) as the installation technology, use the Office Deployment Tool (ODT) and specify the `RemoveMSI` element in your configuration.xml file.

You can use the `RemoveMSI` element in several ways when installing Office LTSC 2024:

- Uninstall all Office products on the device.
- Identify and reinstall any existing language resources, such as language packs.
- Retain specific Office products while uninstalling all others on the device.

Use the `RemoveMSI` element to uninstall versions of Office, Visio, or Project from Office 2016 and earlier that were installed using Windows Installer (MSI)

For more information about using `RemoveMSI`, see Remove existing MSI versions of Office when upgrading to Microsoft 365 Apps. Although that article focuses on Microsoft 365 Apps, most of the information also applies to Office LTSC 2024.

To uninstall 2019 versions of Office, Visio, or Project from the device, use the Remove element. The `Remove` element is used because 2019 versions of Office, Visio, and Project are installed using Click-to-Run, not Windows Installer (MSI).

Download the Office LTSC 2024 installation files

Once you have a copy of the ODT and created your configuration.xml file, you can download the Office LTSC 2024 installation files to your local network. To do this, open an elevated command prompt, navigate to the folder where you saved the ODT and the configuration.xml file, and enter the following command:

```Console
setup /download configuration.xml
```

If you saved the configuration.xml file with a different name, use that name in the command.

It might look as though nothing is happening, but the download is occurring in the background. Once the download is complete, the command prompt will return.

To verify the files are downloading, check the location you specified for the SourcePath in your configuration.xml file. You should see a folder named "Office" with a subfolder named "Data." Inside the Data folder, there will be another subfolder named with the version number of the download. For example, 16.0.14332.20481. The files and their names will vary depending on whether you're downloading the 32-bit or 64-bit version of Office and which languages you're downloading.

Here are some additional details about downloading Office LTSC 2024 installation files:

- You must download the 32-bit and 64-bit versions separately.
- All volume-licensed Office products are included in the same download, regardless of which products you specify in the configuration.xml file. For example, if you download Office LTSC Professional Plus 2024, the download will also include Visio LTSC Professional 2024 and Project Professional 2024. This approach helps you save disk space on your local network. The core files for these products are located in the stream.x86.x-none.dat or stream.x64.x-none.dat file, depending on whether you're downloading the 32-bit or 64-bit version of Office.

Install Office LTSC 2024 by using the Office Deployment Tool

Once you have a copy of the ODT and have created your configuration.xml file (and downloaded the Office LTSC 2024 installation files to your local network, if necessary), you can install Office LTSC 2024. To do this, open an elevated command prompt, navigate to the folder where you saved the ODT and the configuration.xml file, and enter the following command:

```Console
setup /configure configuration.xml
```

If you've saved the configuration.xml file with a different name, use that name in the command.

Once the installation is complete, the command prompt will return, and you can open the Office LTSC 2024 programs you've installed.

> ⓘ **Note**
>
> Office LTSC 2024 is installed on the system drive, typically the C:\ drive. The installation location can't be changed.

Install Office LTSC 2024 by using Configuration Manager

You can also use Microsoft Configuration Manager (current branch) to deploy Office LTSC 2024. The Office 365 Client Installation wizard guides you through the process and builds the configuration.xml file for you. There's an entry for Office LTSC Professional Plus 2024 in the wizard. On that same page, you can also choose to deploy Project and Visio. To access the wizard, navigate to **Software Library** > **Overview** > **Office 365 Client Management** in the Configuration Manager console.

Deploy languages for Office LTSC 2024

You can use the ODT and the configuration.xml file to deploy Office LTSC 2024, including Project and Visio, in multiple languages. For more information, see Language element.

You can also install proofing tools by specifying the Product ID as "ProofingTools" in your configuration.xml file along with the appropriate Language IDs. Proofing tools packages are smaller than full language packs, making them a good choice for users who work with documents in multiple languages but don't need the Office product UI in all those languages. The proofing tools can be installed at the same time you're installing Office LTSC 2024, or you can install them later. They can also be installed whether or not the language pack for a given language is installed.

If you're upgrading from a Windows Installer (MSI) version of Office, you can get Click-to-Run versions of the same language resources—such as language packs, language interface packs, or proofing tools—installed when you deploy Office LTSC 2024. For more information, see

Remove existing MSI versions of Office when upgrading to Microsoft 365 Apps. Although that article focuses on Microsoft 365 Apps, most of the information also applies to Office LTSC 2024.

Microsoft Teams in Office LTSC 2024

The Microsoft Teams app isn't preinstalled with Office LTSC 2024, but is available as a separate download. Organizations that require Teams for communication and collaboration can download Teams ⧉ separately.

Skype for Business in Office LTSC 2024

By default, Skype for Business is not installed when deploying Office LTSC 2024 unless you make the following changes:

- When you create the configuration.xml file with the Office Customization Tool ⧉, under the Apps section, use the toggle to turn on Skype for Business.
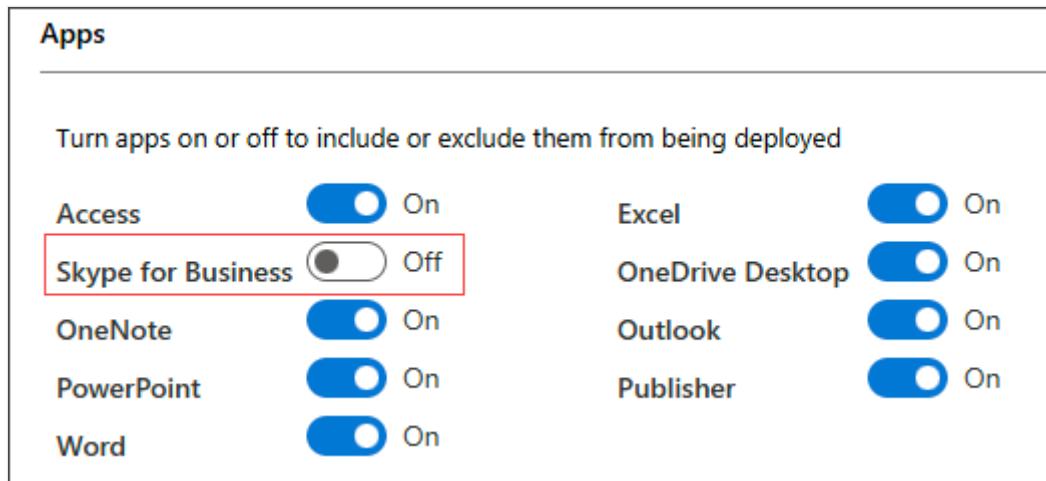
- In the Office 365 Client Installation wizard, under the **Products** tab, scroll to the **Applications** section, and check the box for Skype for Business to include it in your deployment package.
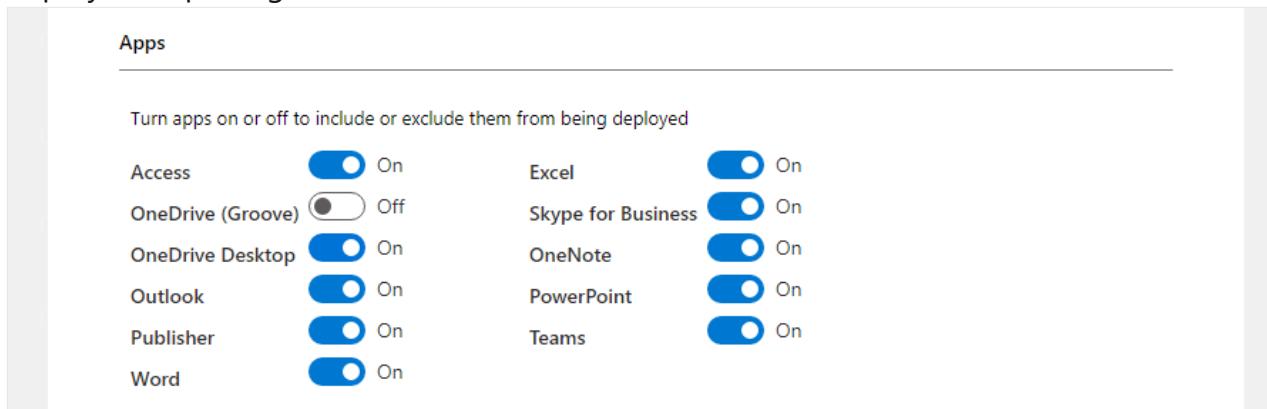
These changes ensure that Skype for Business is included in the installation.

Related articles

- Overview of Office LTSC 2024
- Update Office LTSC 2024
- Overview of volume activation of Office

Update Office LTSC 2024

Article • 09/16/2024

Once you deploy Office LTSC 2024, including Project 2024 and Visio 2024, it's important to keep it up to date. Microsoft regularly releases security updates and quality improvements, including updates that enhance stability and performance. Office LTSC 2024 typically receives updates once a month on the second Tuesday.

> ⓘ **Note**
>
> Office LTSC 2024 doesn't receive new features after it's released. To access new Office features on an ongoing basis, consider transitioning to a Microsoft 365 plan that includes Office.

How Office LTSC 2024 gets updated

Here's how Office updates work:

- When Microsoft releases updates for Office, a new build is made available on the Office Content Delivery Network (CDN). This build includes the latest security and quality updates.
- By default, Office is configured to automatically receive updates from the Office CDN. You can change this setting. For more information, see Configure where Office LTSC gets updates from.
- The "Office Automatic Updates 2.0" scheduled task on the device checks for updates regularly.
- If updates are available, Office automatically downloads them without user intervention. During this process, Office downloads only the necessary updates to match the latest version on the CDN.
- Users can continue working in Office apps like Word while updates are downloading. After the updates download, they're installed. If any Office apps are open, users are prompted to save their work and close the apps to install the updates.
- After installation, users can resume working in their Office apps.

How updates are different in Office LTSC 2024

Updates in Office LTSC 2024 are managed the same as in Office LTSC 2021 but differ significantly from MSI-based updates used in Office 2016. In Office LTSC 2024, updates

are cumulative, meaning the latest version available on the Office CDN includes all previous security and quality updates. This approach ensures that Office is up to date when you download and install it from the Office CDN, so you don't need to apply individual updates or service packs.

Unlike in earlier MSI-based versions, there are no separate downloads for security or quality updates; they're included in each new build posted on the Office CDN. As a result, Microsoft Update or Windows Server Update Services (WSUS) isn't used by itself to update Office LTSC 2024. However, Microsoft Configuration Manager can be used to manage how and when updates are applied, and where they're sourced from.

Configure where Office LTSC 2024 gets updates from

If network connectivity and your organizational requirements allow, update Office automatically from the Office Content Delivery Network (CDN). Updating from the Office CDN is the default, so there's nothing extra to do, making it an easy way to keep Office up to date.

If you prefer that devices with Office installed don't connect to the Office CDN for updates, configure Office to get updates from a shared folder within your internal network. You can specify this location either in the configuration.xml file used to deploy Office with the Office Deployment Tool or by using Group Policy. At least one device must have access to the Office CDN to download the latest version of Office to the shared folder on your internal network.

Installing and updating Office from a shared folder on your local network requires more administrative effort and disk space. For example, you need to track when new builds of Office are available and then download the updated version to your network. Downloading to a shared folder on your local network downloads a full copy of the updated version of Office.

You can also use enterprise software deployment tools, such as Microsoft Configuration Manager, to help update Office.

For more information, see Deploy Office LTSC 2024

Check for updates for Office LTSC 2024

Instead of waiting for the scheduled task to run to check for updates, you can manually check for updates. To do that, open any Office app, such as Word, and go to **File** >

Account > **Update Options** > **Update Now**.

This causes the Click-to-Run service to go look for updates at the location that you've configured Office to look for updates. For example, directly from the Office CDN on the internet. If updates are available, Office begins the process to download.

Size of updates for Office LTSC 2024

The size of the updates downloaded to the user's device from the update location varies depending on several factors, including how long it's been since Office was last updated and the number of security and quality updates available.

To minimize the size of the updates that need to be downloaded, we recommend keeping Office up to date. Office uses a technology called binary delta compression to help reduce the size of updates applied to the user's device. However, binary delta compression is only available if you're updating from a recent version of Office. For example, if you're updating from the September or October version to the November version. But if you're updating a much older version of Office, such as from the June to November version, binary delta compression isn't available.

Use Group Policy to specify update settings

If you have Windows Server and Active Directory Domain Services (AD DS) deployed in your organization, you can configure update settings for Office by using Group Policy. To do this, download the most current Administrative Template files (ADMX/ADML for Office) ⧉, which include the policy settings for Office.

After you copy the Administrative Template files to AD DS, you'll find the update policy settings under Computer Configuration\Policies\Administrative Templates\Microsoft Office 2016 (Machine)\Updates in the Group Policy Management tool. You'll also find a description of how to configure each policy setting. For example, you can use the "Update path" Group Policy setting to specify where Office should look for updates.

Update channel for Office LTSC 2024

Office uses the concept of update channels to determine which updates an installed version of Office receives. The update channel is a device-wide setting, meaning all Office products, including Project and Visio, installed on a device must use the same update channel.

"PerpetualVL2024" is the **only** update channel available for Office LTSC Professional Plus 2024 and Office LTSC Standard 2024. The PerpetualVL2024 update channel is also available for volume licensed versions of Project 2024 and Visio LTSC 2024.

Volume licensed versions of Project 2024 and Visio LTSC 2024 can also use other update channels, such as Current Channel, Monthly Enterprise Channel, or Semi-Annual Enterprise Channel. The reason Project and Visio can use these other update channels is to ensure compatibility when installed on a device alongside Microsoft 365 Apps, which support all these channels. Even if Project and Visio use different update channels, they only receive security and quality updates each month, without any new features.

For more information, see Overview of update channels for Microsoft 365 Apps.

Related articles

- Overview of Office LTSC 2024
- Deploy Office LTSC 2024

Feedback

Was this page helpful? 👍 Yes 👎 No

Provide product feedback ⧉

Overview of volume activation of Office

Article • 04/25/2025

Applies to: *Volume licensed versions of Office Long Term Service Channel (LTSC) 2024, Office LTSC 2021, Office 2019, and Office 2016 (including Project and Visio)*

> ⓘ **Important**
>
> Microsoft Office 2016 and Office 2019 will reach end of support on *October 14, 2025*. After this date, Microsoft will no longer provide security patches, bug fixes, or technical support for this version. Users are recommended to migrate to the subscription-based Microsoft 365 service to avoid security risks.
>
> For steps to migrate to a subscription-based Microsoft 365 service, see **Plan an upgrade from older versions of Office to Microsoft 365 Apps**

Activation is the process of validating software with the manufacturer after it's installed on a specific computer. Activation confirms that the product is genuine—not a fraudulent copy—and that the product key or serial number is valid and hasn't been compromised or revoked. Activation also establishes a link or relationship between the product key and the particular installation.

> ⊙ **Note**
>
> If you're a user trying to activate a personal copy of Office at home, see **Activate Office** ⧉ instead of reading this article.

Volume activation is the process that Microsoft volume licensing customers use to automate and manage the activation of Windows operating systems, Microsoft Office, and other Microsoft products across large organizations.

There are three different methods that you can activate volume licensed versions of Office, including Project and Visio:

- Key Management Service (KMS): Office is activated by contacting a KMS host computer on your network.

- Multiple Activation Key (MAK): Office is activated online by Microsoft-hosted activation servers or by telephone.

- Active Directory-based: Office on a domain-joined computer is activated through Active Directory.

Which activation method you choose depends on the size, network infrastructure, connectivity, and security requirements of your environment. You can choose to use different activation methods for different versions of Office and for different computers, for example desktops and laptops. Because these three activation methods are also used to activate volume licensed versions of Windows, you might be able to use the same method to activate both Windows and Office. For more information, see Volume Activation for Windows and Volume Activation Overview.

All volume licensed versions of Office, including Project and Visio, have a preinstalled product key, called a Generic Volume License Key (GVLK), that can be used for KMS and Active Directory-based activation. You don't have to enter a product key for each Office installation if you're activating Office by using KMS or Active Directory. If you're activating Office by using MAK, you must enter a product key for each Office installation, but there are ways to automate that.

Key Management Service (KMS) activation of Office

KMS activation is a client-server model in which each client requests activation from a KMS host computer. The keys needed to activate Office are installed on the KMS host computer. The client uses DNS to locate a KMS host computer to request activation.

For more information, see the following articles:

- Configure a KMS host computer to activate volume licensed versions of Office
- Configure DNS for activating volume licensed versions of Office by using KMS
- Activate volume licensed versions of Office by using KMS

Multiple Activation Key (MAK) activation of Office

MAK activation is used for one-time activation through Microsoft-hosted activation services, either via the internet or by telephone. MAK activation requires that a MAK is installed on a client computer and instructs that computer to activate itself against those services.

Each MAK has a predetermined number of allowed activations and is based on your volume licensing agreement. Each Office activation that uses MAK counts toward the activation limit. After Office is activated, no reactivation is required unless the hardware changes significantly.

For more information, see Activate volume licensed versions of Office by using MAK.

Active Directory-based activation of Office

Active Directory-based activation can activate Office installed on domain-joined computers. The product key information, which is the same that is used by KMS, is stored in Active Directory and replicated throughout the forest. If Office can't contact Active Directory for activation, Office tries to activate by using KMS.

For more information, see Activate volume licensed versions of Office by using Active Directory.

Configure a KMS host computer to activate volume licensed versions of Office

Article • 04/25/2025

Applies to: *Volume licensed versions of Office Long Term Service Channel (LTSC) 2024, Office LTSC 2021, Office 2019, and Office 2016 (including Project and Visio)*

> ⓘ **Important**
>
> Microsoft Office 2016 and Office 2019 will reach end of support on *October 14, 2025*. After this date, Microsoft will no longer provide security patches, bug fixes, or technical support for this version. Users are recommended to migrate to the subscription-based Microsoft 365 service to avoid security risks.
>
> For steps to migrate to a subscription-based Microsoft 365 service, see **Plan an upgrade from older versions of Office to Microsoft 365 Apps**

To activate volume licensed versions of Office, including Project, and Visio, you must have a Key Management Service (KMS) host computer. You can configure a Windows Server computer to be a KMS host computer by installing the Volume Activation Services role and then running the Volume Activation Tools wizard.

To enable the KMS host computer to activate Office, you must install the Office Volume License Pack and enter your KMS key on the KMS host computer. Then, you need to activate the KMS key over the internet or by telephone.

If you have a KMS host computer configured to activate Windows, you can configure that same KMS host computer to activate Office. You can also configure a KMS host computer to activate multiple versions of Office, such as Office LTSC 2024, Office LTSC 2021 Office 2019, and Office 2016. In these cases, the KMS host computer must be running an operating system that supports KMS for each of the versions of Office that you want to activate. Also, you need to install the Office Volume License Pack for each version of Office on the KMS host computer and activate a KMS host key for each version of Office.

Office supports KMS host computers running on the following operating systems, depending on which version of Office is activated with KMS:

- Office LTSC 2024: At least Windows Server 2019 or at least Windows 10 (volume editions)
- Office LTSC 2021: At least Windows Server 2016 or at least Windows 10 (volume editions)
- Office 2019: At least Windows Server 2012 or at least Windows 8.1 (volume editions)

- Office 2016: At least Windows Server 2008 R2 or at least Windows 7 Service Pack 1 (volume editions)

Configure the KMS host computer

To configure the KMS host computer to activate Office, follow these steps. You must be a member of the Administrators group on the KMS host computer.

If your KMS host computer has internet access:

1. Sign in to the Microsoft 365 admin center and go to **Billing** > **Your products**.
2. Select the **Volume licensing** tab (only volume licensing administrators can access this section).
3. Go to the **Download and keys** tab, then download the KMS key for each product and version of Office that you want to activate using KMS.
4. Download and run the appropriate Office Volume License Pack executable from the Microsoft Download Center.

    - [Office LTSC 2024 Volume License Pack](#) ⬈
    - [Office LTSC 2021 Volume License Pack](#) ⬈
    - [Office 2019 Volume License Pack](#) ⬈
    - [Office 2016 Volume License Pack](#) ⬈

5. Running the executable installs the pack on the KMS host computer and opens the Volume Activation Tools wizard.
6. Follow the steps in the wizard and enter your KMS key when prompted.
7. If a firewall is enabled, ensure port 1688 is open to allow the KMS host service through:

    - Go to **Control Panel** > **System and Security** > **Windows Firewall** (or **Windows Defender Firewall**).
    - Select **Allow an app or feature through Windows Firewall**.
    - Select **Change Settings**, check **Key Management Service**, and select **OK**.

If the KMS host computer doesn't have internet access, activate it by telephone.

1. From an elevated command prompt, go to the Windows\system32 folder, and then run the following command:

    Console

    ```
    cscript slmgr.vbs /dti ACTIVATIONID
    ```

    Replace *ACTIVATIONID* with the Activation ID for your version of Office.

- Activation ID for Office LTSC 2024: F3D89BBF-C0EC-47CE-A8FA-E5A5F97E447F
- Activation ID for Office LTSC 2021: 47F3B983-7C53-4D45-ABC6-BCD91E2DD90A
- Activation ID for Office 2019: 70512334-47B4-44DB-A233-BE5EA33B914C
- Activation ID for Office 2016: 98EBFE73-2084-4C97-932C-C0CD1643BEA7

The result of running this command is a 36-digit installation ID. Paste the installation ID number into Notepad, and then break it up into six groups of six numbers.

2. At the command line, run the following command:

Console

```
slui.exe 4
```

This command launches the Windows phone activation wizard and it displays a telephone number.

After obtaining the telephone number, cancel the wizard. You can ignore the activation ID displayed by the wizard. It's for Windows.

a. Call the telephone number. At each prompt, enter a group of six numbers. This 36-digit number is the installation ID that you obtained in step 1.

b. When you hear the response, write down the numbers. These numbers are your confirmation ID.

c. At the command line, run the following command:

Console

```
cscript slmgr.vbs /atp CONFIRMATIONID ACTIVATIONID
```

Replace *CONFIRMATIONID* with the 48-digit confirmation ID that you received over the telephone.

Replace *ACTIVATIONID* with the Activation ID for your version of Office.

- Activation ID for Office LTSC 2024: F3D89BBF-C0EC-47CE-A8FA-E5A5F97E447F
- Activation ID for Office LTSC 2021: 47F3B983-7C53-4D45-ABC6-BCD91E2DD90A
- Activation ID for Office 2019: 70512334-47B4-44DB-A233-BE5EA33B914C
- Activation ID for Office 2016: 98EBFE73-2084-4C97-932C-C0CD1643BEA7

You should see a message that the confirmation ID was successfully deposited.

Verify activations by the KMS host computer

After you set up the KMS host computer, KMS clients send requests for activation and increment the current count of activations. The current count must be 5 or more before KMS clients are activated. The maximum current count is double the activation threshold, or 10. You can also check the KMS log from the Applications and Services Logs folder for event ID 12290, the ID for KMS-related activity. The KMS log records activation requests from KMS clients. Each event displays the name of the computer and the time stamp of each activation request.

Verify the KMS key is successfully installed and activated

From an elevated command prompt on the KMS host computer, run the following command:

Console

```
cscript slmgr.vbs /dlv all
```

To view information only for a specific version of Office, specify that version's Activation ID after the /dlv parameter. For example, for Office 2019:

Console

```
cscript slmgr.vbs /dlv 70512334-47B4-44DB-A233-BE5EA33B914C
```

The following text is an example of the output for Office 2016. The line that says: "License Status: Licensed" indicates that your KMS host computer is successfully activated.

Console

```
Name: Office 16, OfficeKMSHostVL_KMS_Host edition
Description: Office 16, VOLUME_KMS channel
Activation ID: 98EBFE73-2084-4C97-932C-C0CD1643BEA7
Application ID: 0ff1ce16-a989-479d-af46-f275c6370663
Extended PID: 05426-00206-234-001162-03-1033-9200.0000-0992013
Installation ID: 020650770493837252929082195773527024195725809211989214
Use License URL: https://activation.sls.microsoft.com/SLActivateProduct/SLActiva
teProduct.asmx?configextension=o16
Validation URL: https://go.microsoft.com/fwlink/p/?LinkID=187557
Partial Product Key: KDQ2G
License Status: Licensed
Remaining Windows rearm count: 1000
Trusted time: 10/26/2016 9:58:33 AM
Key Management Service is enabled on this machine
    Current count: 0
    Listening on Port: 1688
    DNS publishing enabled
    KMS priority: Normal
```

```
Key Management Service cumulative requests received from clients
    Total requests received: 0
    Failed requests received: 0
    Requests with License Status Unlicensed: 0
    Requests with License Status Licensed: 0
    Requests with License Status Initial grace period: 0
    Requests with License Status License expired or Hardware out of tolerance: 0
    Requests with License Status Non-genuine grace period: 0
    Requests with License Status Notification: 0
```

Related articles

- Overview of volume activation of Office
- Activate volume licensed versions of Office by using KMS
- Activate volume licensed versions of Office by using Active Directory

Configure DNS for activating volume licensed versions of Office by using KMS

Article • 04/25/2025

Applies to: *Volume licensed versions of Office Long Term Service Channel (LTSC) 2024, Office LTSC 2021, Office 2019, and Office 2016 (including Project and Visio)*

> ⓘ **Important**
>
> Microsoft Office 2016 and Office 2019 will reach end of support on *October 14, 2025*. After this date, Microsoft will no longer provide security patches, bug fixes, or technical support for this version. Users are recommended to migrate to the subscription-based Microsoft 365 service to avoid security risks.
>
> For steps to migrate to a subscription-based Microsoft 365 service, see **Plan an upgrade from older versions of Office to Microsoft 365 Apps**

To activate volume licensed versions of Office, including Project and Visio, by using Key Management Service (KMS), the KMS host computer for Office must be discoverable. The KMS host computer automatically publishes its existence by creating service (SRV) resource records (RRs) on the DNS server. But, only the first KMS host computer can create an SRV RR. When multiple computers run KMS, other KMS host computers can't modify or update SRV RRs unless the DNS server permissions are configured to allow these changes.

Changing the permissions on the DNS server requires administrative rights in the domain. You need to set up DNS as follows:

- Ensure that all computers running KMS are members of the same Active Directory Domain Services (AD DS) domain.
- Create a global security group in AD DS for the computers running KMS.
- Add each computer running KMS to the new security group.
- Set the permissions on the DNS server to enable updates by members of the newly created security group.

For more information, see Configuring DNS.

How DNS is used to find a KMS host computer

The first time that a KMS client queries DNS for KMS information, it randomly selects a KMS host computer from the list of SRV RRs that DNS returns. The address of a DNS server that contains the SRV RRs can be listed as a suffixed entry on KMS clients. This enables

advertisement of SRV RRs for KMS in one DNS server and KMS clients that have other primary DNS servers to find it.

You can add priority and weight parameters to the DnsDomainPublishList registry value for KMS host computers. Doing so enables you to establish priority groupings and weighting within each group, which specifies the order in which to use KMS host computers and balances traffic among multiple KMS host computers. If you're using priority and weight parameters, we recommend that you disable KMS caching on the client. For more information, see Configure KMS host caching.

If the KMS host computer that a client selects doesn't respond, the KMS client removes that KMS host computer from its list of SRV RRs, and randomly selects another KMS host computer from the list. If the priority and weight parameters are set, the KMS client uses them while finding another KMS host computer. Otherwise, KMS host computers are selected randomly. After a KMS host computer responds, the KMS client caches the name of the KMS host computer and, if caching is enabled, uses it for successive activation and renewal attempts. If the cached KMS host computer doesn't respond on a later renewal, the KMS client discovers a new KMS host computer by querying DNS for KMS SRV RRs.

Related articles

- Configure a KMS host computer to activate volume licensed versions of Office
- Activate volume licensed versions of Office by using KMS

Activate volume licensed versions of Office by using KMS

Article • 04/25/2025

Applies to: *Volume licensed versions of Office Long Term Service Channel (LTSC) 2024, Office LTSC 2021, Office 2019, and Office 2016 (including Project and Visio)*

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>
> For steps to migrate to a subscription-based Microsoft 365 service, see **Plan an upgrade from older versions of Office to Microsoft 365 Apps**

All volume licensed versions of Office, including Project and Visio, have a Generic Volume License Key (GVLK) preinstalled. GVLKs support both Key Management Service (KMS) and Active Directory-based activation. On the KMS host computer configured to support volume activation of Office, you install and enable only one KMS host key to activate all volume licensed versions of Office.

When the KMS host computer is available and configured correctly, Office activates automatically without user interaction. Office activates the first time it runs, as long as the KMS host computer has received at least four prior activation requests. The KMS host computer requires a minimum of five requests before it starts activating clients.

You don't have to do anything else to enable activation of Office by KMS. KMS clients can locate a KMS host computer automatically by querying DNS for service (SRV) resource records (RRs) that publish the KMS service. For more information, see How DNS is used to find a KMS host computer.

If the network environment doesn't use SRV RRs, you can manually assign a KMS client to use a specific KMS host computer by configuring the HKEY_LOCAL_MACHINE\Software\Microsoft\OfficeSoftwareProtectionPlatform registry key on the KMS client. The KMS host computer name is specified by KeyManagementServiceName (REG_SZ), and the port is specified by KeyManagementServicePort (REG_SZ). The default port is 1688. These registry keys can also be set by using ospp.vbs script. For more information about the ospp.vbs script, see Tools to manage volume activation of Office.

Configure KMS host caching

You can configure whether or not the last used KMS host computer is saved to the cache on the KMS client. If the KMS host computer isn't cached, the KMS client queries DNS every time that activation is attempted. This means that the priority and weight parameters set for KMS host computers is honored. If the KMS host computer is cached, the KMS client won't query DNS. Instead, it tries to contact the cached KMS host computer that last activated it successfully.

To configure KMS host caching, you can use the ospp.vbs script. For more information about the ospp.vbs script, see Tools to manage volume activation of Office.

To configure KMS host caching, open an elevated command prompt on the KMS client computer and go to the Program Files\Microsoft Office\Office16 folder. If you installed the 32-bit version of Office on a 64-bit operating system, go to the Program Files (x86)\Microsoft Office\Office16 folder.

To *disable* KMS host caching, type the following command, and then press ENTER:

```Console
cscript ospp.vbs /cachst:FALSE
```

To *enable* KMS host caching, type the following command, and then press ENTER:

```Console
cscript ospp.vbs /cachst:TRUE
```

Check the license status of Office

The following table describes the license state of the Office with respect to activation.

⛶ Expand table

License state	Description
Licensed	By default, the KMS client requests activation with the KMS host computer one time every seven days. (The number of days is configurable.) This design allows the maximum possible time for the client to be in the licensed state. After the client is successfully activated, it remains in the licensed state for 180 days. When in the licensed state, users don't see any notification dialog boxes prompting them

License state	Description
	to activate the client. After 180 days, the activation attempt process resumes. If activation is continually successful, the whole activation experience is transparent to the user.
Out-of-tolerance	If activation doesn't occur during the 180-day period, Office goes into the out-of-tolerance state for 30 days. Users then see notifications that request activation.
Unlicensed notification	If activation doesn't occur during the out-of-tolerance state, Office goes into the unlicensed notification state. Users then see notifications that request activation and a red title bar.

You can use the ospp.vbs script with the /dstatusall option to check the license state for all Office clients. Or, use the /dstatus option to check the status of the local client. For more information about using the ospp.vbs script, see Tools to manage volume activation of Office.

Related articles

- Overview of volume activation of Office
- Configure a KMS host computer to activate volume licensed versions of Office
- Configure DNS for activating volume licensed versions of Office by using KMS
- Tools to manage volume activation of Office
- GVLKs for KMS and Active Directory-based activation of Office, Project, and Visio
- Volume Activation Management Tool (VAMT) Technical Reference

Activate volume licensed versions of Office by using MAK

Article • 04/25/2025

Applies to: *Volume licensed versions of Office Long Term Service Channel (LTSC) 2024, Office LTSC 2021, Office 2019, and Office 2016 (including Project and Visio)*

> ⓘ **Important**
>
> Microsoft Office 2016 and Office 2019 will reach end of support on *October 14, 2025*. After this date, Microsoft will no longer provide security patches, bug fixes, or technical support for this version. Users are recommended to migrate to the subscription-based Microsoft 365 service to avoid security risks.
>
> For steps to migrate to a subscription-based Microsoft 365 service, see **Plan an upgrade from older versions of Office to Microsoft 365 Apps**

Multiple Activation Key (MAK) activation is used for one-time activation through Microsoft-hosted activation services, either via the internet or by telephone. MAK activation requires that a MAK is installed on a client computer and instructs that computer to activate itself against those services.

Each MAK has a predetermined number of allowed activations and is based on your volume licensing agreement. Each Office activation that uses MAK counts toward the activation limit. After Office is activated, no reactivation is required unless the hardware changes significantly.

There are two ways to activate computers by using MAK:

- *MAK independent activation* means each computer must connect and activate with Microsoft over the internet or by telephone. This method is best for computers with direct internet access.

- *MAK proxy activation by using VAMT* enables one computer with internet access to process activation requests on behalf of multiple computers. MAK proxy activation is configured by using the Volume Activation Management Tool (VAMT). MAK proxy activation is appropriate for environments in which security concerns might restrict direct access to the internet or to development and test labs. For more information, see Perform Proxy Activation.

Activate Office LTSC 2024 by using MAK

If you're using MAK to activate Office LTSC 2024, you specify the key in the configuration.xml file used by the Office Deployment Tool when you deploy Office LTSC 2024 to the users in your organization. For more information, see Deploy Office LTSC 2024.

Activate Office LTSC 2021 by using MAK

If you're using MAK to activate Office LTSC 2021, you specify the key in the configuration.xml file used by the Office Deployment Tool when you deploy Office LTSC 2021 to the users in your organization. For more information, see Deploy Office LTSC 2021.

Activate Office 2019 by using MAK

If you're using MAK to activate volume licensed versions of Office 2019, you specify the key in the configuration.xml file used by the Office Deployment Tool when you deploy Office 2019 to the users in your organization. For more information, see Deploy Office 2019 (for IT Pros).

Activate Office 2016 by using MAK

If you're using MAK to activate volume licensed versions of Office 2016, you can enter the key by using one of the following supported methods:

- Before you install Office 2016, you can use the Office Customization Tool (OCT) or the Config.xml file.

- After you install Office 2016, you can use the product UI, the Volume Activation Management Tool (VAMT), the ospp.vbs script, or enable a non-admin user to activate Office using MAK.

Configure MAK activation in the OCT for Office LTSC 2024, Office LTSC 2021, and Office 2019

1. In the Office Customization Tool ⧉ , expand **Licensing and activation**.

2. In the **Product key** section, select **MAK** next to the volume license product and enter your product key.
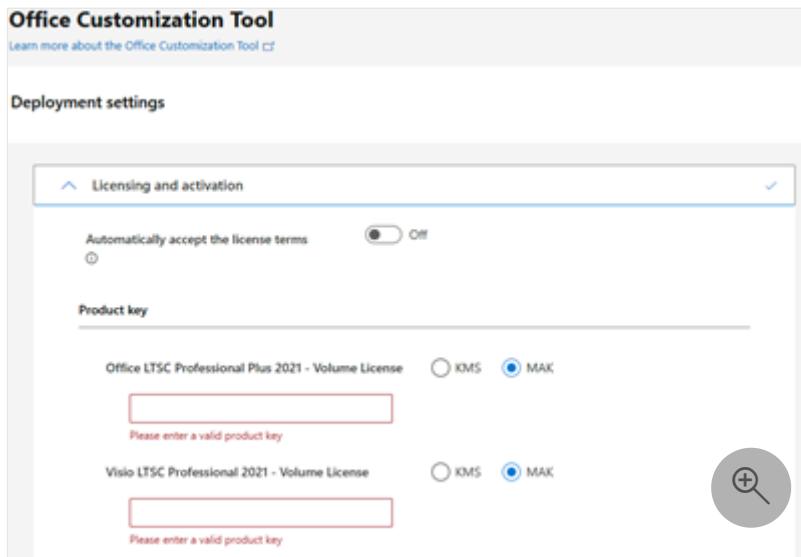
3. After making any other necessary changes in the OCT, select the **Export** button.

Configure MAK activation in the OCT for Office 2016

1. In the OCT, go to the Licensing and user interface page.
2. Select Enter another product key, and then in the Product key field, enter the multiple activation key (five sets of five numbers or characters).
3. After making any other necessary changes in the OCT, save the .msp file in the Updates folder.

> ⓘ **Note**
>
> - For more information, see **Office Customization Tool (OCT) 2016 Help: Overview** and **Office Customization Tool (OCT) 2016 Help: Licensing and user interface**.
> - You can activate Office 2016 automatically when you install by setting the AUTO_ACTIVATE property value to 1 in the Config.xml file. For more information, see **Setting element**. *(Even though this article is for an earlier version of Office, the information also applies to Office 2016.)*

Configure MAK activation in the Config.xml file

To enter a multiple activation key by using the Config.xml file, follow these steps:

1. Add the following line to the Config.xml file:

XML

```xml
<PIDKEY Value="AAAAABBBBBCCCCCDDDDDEEEEE" />
```

Replace *AAAAABBBBBCCCCCDDDDDEEEEE* with your 25-character product key.

2. To apply the settings in Config.xml, at a command prompt, type the following command, and then press ENTER:

Console

```
Setup.exe /config <path of Config.xml file>
```

> ⓘ **Note**
>
> - For more information about the Config.xml file, see **Config.xml file reference**. *(Even though this article is for an earlier version of Office, the information also applies to Office 2016.)*
> - You can activate Office 2016 automatically when you install by setting the AUTO_ACTIVATE property value to 1 in the Config.xml file. For more information, see **Setting element**. *(Even though this article is for an earlier version of Office, the information also applies to Office 2016.)*

Change the key by using the product UI

To change the product key for only one computer, follow these steps:

1. Open any Office app, like Word or Excel.
2. Select **File** > **Account**.
3. Under the **Product Information** section, choose **Change Product Key**.
4. In the **Change Product Key** window, enter the new product key.
5. Select **Activate**.

If you need to change the Office product key on multiple computers after installation, use the Volume Activation Management Tool (VAMT). For more information, see Volume Activation Management Tool (VAMT) Technical Reference.

Enable a non-admin user to activate Office by using MAK

An administrator can create a registry key that lets a standard user (a user who isn't an administrator) activate Office with MAK. By default, volume-licensed versions of Office disable this behavior.

Use this method if you want a user to manually activate Office with MAK, replace an existing key with a new one, or switch from KMS to MAK activation.

To enable this behavior, add the following line to the Config.xml file:

```XML
<Setting Id="USEROPERATIONS" Value="1" />
```

Or, you can set the HKEY_LOCAL_MACHINE\SOFTWARE\Microsoft\OfficeSoftwareProtectionPlatform registry key to enable or disable standard user activation:

- To enable, set "UserOperations"=dword:00000001
- To disable, set "UserOperations"=dword:00000000

> ⓘ **Note**
>
> For more information about the Config.xml file, see **Config.xml file reference**. *(Even though this article is for an earlier version of Office, the information also applies to later versions.)*

Deploying multiple MAK keys

In some organizations, different groups have different MAK keys for their volume licensed versions of Office, Project, or Visio. Unfortunately, you can't include multiple MAK keys in the same configuration.xml file (for Office LTSC 2024, Office LTSC 2021, or Office 2019) or in the Office Customization Tool or config.xml file (for Office 2016).

If you don't want to create separate XML files for each group, you could use one of these other methods:

- Volume Activation Management Tool (VAMT)
- ospp.vbs script
- Enable a non-admin user to activate Office by using MAK

Related articles

- Overview of volume activation of Office
- Tools to manage volume activation of Office

Activate volume licensed versions of Office by using Active Directory

Article • 04/25/2025

Applies to: *Volume licensed versions of Office Long Term Service Channel (LTSC) 2024, Office LTSC 2021, Office 2019, and Office 2016 (including Project and Visio)*

> ⓘ **Important**
>
> Microsoft Office 2016 and Office 2019 will reach end of support on *October 14, 2025*. After this date, Microsoft will no longer provide security patches, bug fixes, or technical support for this version. Users are recommended to migrate to the subscription-based Microsoft 365 service to avoid security risks.
>
> For steps to migrate to a subscription-based Microsoft 365 service, see **Plan an upgrade from older versions of Office to Microsoft 365 Apps**

Active Directory-based activation enables an organization to activate volume licensed versions of Office, including Project and Visio, on computers that are joined to an Active Directory domain. Active Directory-based activation is implemented as a role service on Windows Server and relies on Active Directory Domain Services to store an activation object. For more information, see Activate using Active Directory-based activation.

Requirements for using Active Directory-based activation

To activate through Active Directory, install the volume licensed version of Office, Project, or Visio with a Generic Volume License Key (GVLK) on one of these operating systems:

- Windows 11
- Windows 10
- Windows Server 2022
- Windows Server 2019
- Windows Server 2016
- Windows Server 2012 R2
- Windows Server 2012

Review the System requirements for Office ⧉ to determine which operating systems are supported by the volume licensed version of Office, Project, or Visio that you're deploying to users in your organization.

Configure Active Directory-based activation

To configure Active Directory-based activation, you must have Domain Administrator and Enterprise Administrator credentials.

1. Sign in to a domain controller in Active Directory and use Server Manager to install the Volume Activation Services role.
2. Sign in to the Microsoft 365 admin center and navigate to the **Billing** > Your products ⧉ page.
3. Select the **Volume licensing** tab. (You need to be a volume licensing administrator to access this section.)
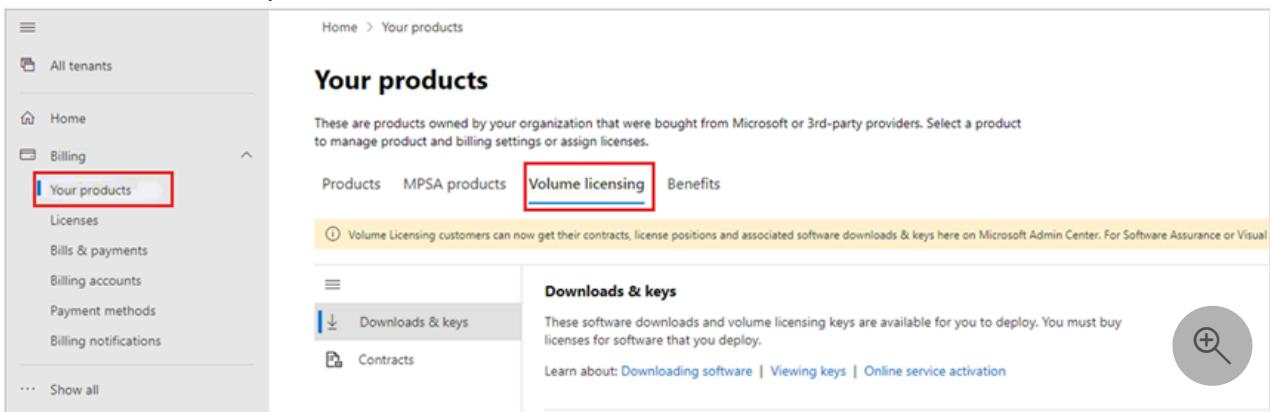
4. Go to the **Download and keys** tab and get your KMS key for your version of Office.
5. Download the appropriate Office Volume License Pack from the Microsoft Download Center:

   - Office LTSC 2024 Volume License Pack ⧉
   - Office LTSC 2021 Volume License Pack ⧉
   - Office 2019 Volume License Pack ⧉
   - Office 2016 Volume License Pack ⧉

6. Run the Office Volume License Pack executable file. This installs the Office Volume License Pack and opens the **Volume Activation Tools** wizard.
7. Choose **Next**, and then on the **Select Volume Activation Method** page, choose **Active Directory-Based Activation**.
8. On the **Manage Activation Objects** page, enter the KMS host key and (optional) give it a name. Then choose **Next**.
9. On the **Activate Product** page, either activate the KMS host key online or by phone, and then follow the rest of the wizard instructions.

When you're done, an **Activation Succeeded** page displays.

Additional information about Active Directory-based activation

- Active Directory-based activation uses the same keys that are used by Key Management Service (KMS). However, Active Directory-based activation doesn't require a dedicated KMS host computer. The activation object is replicated across all the domain controllers in the Active Directory forest.
- A successful Active Directory-based activation of Office lasts for up to 180 days. The Software Protection service running on the computer periodically attempts to re-activate Office by querying Active Directory for the activation object. If Active Directory can't be contacted, Office tries to activate by using a discoverable KMS host computer.

Related articles

- [Overview of volume activation of Office](#)
- [GVLKs for KMS and Active Directory-based activation of Office, Project, and Visio](#)

Rearm a volume licensed version of Office that's included in an operating system image

Applies to: *Volume licensed versions of Office Long Term Service Channel (LTSC) 2024, Office LTSC 2021, Office 2019, and Office 2016 (including Project and Visio)*

> ⓘ **Important**
>
> Microsoft Office 2016 and Office 2019 will reach end of support on *October 14, 2025*. After this date, Microsoft will no longer provide security patches, bug fixes, or technical support for this version. Users are recommended to migrate to the subscription-based Microsoft 365 service to avoid security risks.
>
> For steps to migrate to a subscription-based Microsoft 365 service, see **Plan an upgrade from older versions of Office to Microsoft 365 Apps**

There's a 25-day grace period from the time of installation of Key Management Service (KMS) clients before notifications to activate are displayed to the user. The 25-day grace period gives ample time for a KMS host computer to be found and activation to succeed. If activation is successful, users don't see notifications to activate.

If you want to deploy a volume licensed version of Office, Project, or Visio, as part of an operating system image, you must rearm your Office installation before you capture the image. If you don't rearm, users might see notification dialog boxes at the time that the image is deployed, instead of 25 days after deployment.

Rearming does the following important tasks:

- Resets the grace timer to 30 days.
- Freezes the grace timer until either an Office application is run, or the ospp.vbs script is run.
- Resets the client computer ID (CMID). The KMS host computer uses the CMID to determine the number of unique clients. You can use the ospp.vbs script to check the CMID.

For more information about the ospp.vbs script, see Tools to manage volume activation of Office.

You can rearm five times, unless you activate Office by using a KMS host computer. If you run out of rearms, activating by using a KMS host computer lets you rearm once.

> **ⓘ Note**
>
> Rearming is also recommended if you're activating a volume licensed version of Office, including Project and Visio, by using Multiple Activation Key (MAK). If you're activating by using MAK and you don't remotely activate for end-users by using the Volume Activation Management Tool (VAMT) or ospp.vbs, users see an activation dialog box the first time that an Office application starts. The activation dialog box is slightly different 25 days after installation. Also, users might immediately see a red title bar warning them of activation issues if Office wasn't rearmed before the image was captured.

Use the ospprearm command to rearm an Office installation

1. Verify that the user account that is performing this procedure is a member of the Administrators group on the KMS host computer.

2. Close all Office applications.

3. Open an elevated command prompt and go to the Program Files\Microsoft Office\Office16 folder. If you installed the 32-bit version of Office on a 64-bit operating system, go to the Program Files (x86)\Microsoft Office\Office16 folder.

4. Type ospprearm.exe and then press Enter. If rearm succeeds, the following message displays: **"Microsoft Office rearm successful."**

5. Capture the image.

> **ⓘ Important**
>
> Do not open an Office application or run ospp.vbs, or do anything else related to Office while the image is being captured. Otherwise, the grace timer starts.

Related articles

- Overview of volume activation of Office
- Tools to manage volume activation of Office
- Volume Activation Management Tool (VAMT) Technical Reference

Tools to manage volume activation of Office

08/21/2025

Applies to: *Volume licensed versions of Office Long Term Service Channel (LTSC) 2024, Office LTSC 2021, Office 2019, and Office 2016 (including Project and Visio)*

> ⓘ **Important**
>
> Microsoft Office 2016 and Office 2019 will reach end of support on *October 14, 2025*. After this date, Microsoft will no longer provide security patches, bug fixes, or technical support for this version. Users are recommended to migrate to the subscription-based Microsoft 365 service to avoid security risks.
>
> For steps to migrate to a subscription-based Microsoft 365 service, see **Plan an upgrade from older versions of Office to Microsoft 365 Apps**

The Office Software Protection Platform script (ospp.vbs), the Software License Manager script (slmgr.vbs), and the Volume Activation Management Tool (VAMT) help you configure and test volume licensed versions of Office, including Project and Visio. Before reading this article, review the following articles:

- Overview of volume activation of Office
- Activate volume licensed versions of Office by using MAK
- Activate volume licensed versions of Office by using Active Directory.

The ospp.vbs script

The Office Software Protection Platform script (ospp.vbs) lets you configure volume licensed versions of Office products, including Project and Visio. You can find the ospp.vbs script in the `Program Files\Microsoft Office\root\Office16` folder. If you installed the 32-bit version of Office on a 64-bit operating system, go to the `Program Files (x86)\Microsoft Office\root\Office16` folder. Note that earlier versions may not include \root\ in the path.

> ⓘ **Note**
>
> The ospp.vbs script doesn't work for Microsoft 365 Apps or subscription versions of Project and Visio. Instead, you can use a PowerShell script named vnextdiag.ps1. For more information, see **Check the license and activation status for Microsoft 365 Apps**.

Running ospp.vbs requires the cscript.exe script engine. To see the Help file, type the following command and press ENTER:

```Console
cscript ospp.vbs /?
```

The general syntax is as follows:

```Console
cscript ospp.vbs [Option:Value] [ComputerName] [User] [Password]
```

Option
Specifies the option and value to activate a product, install or uninstall a product key, install and display license information, set the Key Management Service (KMS) host name and port, and remove the KMS host name and port. The options and values appear in the tables in this section.

ComputerName
Name of the remote computer. If you don't provide a computer name, the command uses the local computer.

User
Account that has the required permission on the remote computer.

Password
Password for the account. If you don't provide a user account and password, the command uses your current credentials.

> ⓘ **Important**
>
> Before you run ospp.vbs, ensure that:
>
> - If you run the script on a remote computer, confirm that the Windows Firewall allows Windows Management Instrumentation (WMI) traffic on that computer.
> - Use a user account that belongs to the Administrators group on the computer where you run the script.
> - Run the ospp.vbs script from an elevated command prompt.

Global options for ospp.vbs

Global option	Description
/act	Activates installed Office product keys.
/inpkey:*value*	Installs a product key (replaces existing key) with a user-provided product key. A value is required.
/unpkey:*value*	Uninstalls an installed product key using the last five digits of the product key to uninstall (as displayed by the /dstatus option). A value is required.
/inslic:*value*	Installs a license using the path of the user-provided .xrm-ms license. A value is required.
/dstatus	Displays license information for installed product keys.
/dstatusall	Displays license information for all installed licenses.
/dhistoryacterr	Displays the failure history for MAK/retail activation.
/dinstid	Displays the Installation ID for offline activation.
/actcid:*value*	Activates a product using a user-provided Confirmation ID. A value is required.
/rearm	Resets the licensing status for all installed Office product keys.
/rearm:*value*	Resets the licensing status for an Office license using a user-provided SKU ID value. A value is required. Use this option with the SKU ID specified by the /dstatus option if you run out of rearms and activated Office through KMS or Active Directory-based activation to gain another rearm.
/ddescr:*value*	Displays the description for a user-provided error code. A value is required.

The following table describes the ospp.vbs options for configuring the KMS client.

KMS client options for ospp.vbs

KMS client option	Description
/dhistorykms	Displays KMS client activation history.
/dcmid	Displays the KMS client computer ID (CMID).
/sethst:*value*	Sets a KMS host name using a user-provided host name. A value is required.

KMS client option	Description
	This command sets `HKLM\Software\Microsoft\OfficeSoftwareProtectionPlatform\KeyManagementServiceName` (REG_SZ).
/setprt:*value*	Sets a KMS port using a user-provided port number. The default port number is 1688. A value is required. This command sets `HKLM\Software\Microsoft\OfficeSoftwareProtectionPlatform\KeyManagementServicePort` (REG_SZ).
/remhst	Removes the KMS host name and resets the port to the default (1688).
/cachst:*value*	Allows or denies KMS host caching. A value is required (TRUE or FALSE).
/actype:*value*	*(Windows 8.1 and later versions only)* Sets the volume activation type. A value is required. Values: 1 (for Active Directory-based), 2 (for KMS), 0 (for both).
/skms-domain:*value*	*(Windows 8.1 and later versions only)* Sets the specific DNS domain in which all KMS Service (SRV) records appear. This setting doesn't affect auto-discovery if a single KMS host name is set using the /sethst option. The value must be the Fully Qualified Domain Name (FQDN).
/ckms-domain	*(Windows 8.1 and later versions only)* Clears the specific DNS domain in which all KMS SRV records appear. If no single KMS host name is set using /sethst, auto-discovery finds the KMS host.

Scenarios that use ospp.vbs

These scenarios assume that you run ospp.vbs from an elevated command prompt.

> ⓘ **Note**
>
> Any changes you make affect only Office client products. Configure the Windows client separately by using the **slmgr.vbs script**.

To change the product key to a MAK key on a remote computer

1. If the remote computer is named contoso1, run the following command to enter the product key. This command assumes you have administrator credentials on the remote computer. If your credentials differ from your sign in name and password, type your sign in name and password at the command line and press ENTER:

```Console
cscript ospp.vbs /inpkey:xxxxx-xxxxx-xxxxx-xxxxx-xxxxx contoso1
```

2. To activate the remote computer, type the following command and press ENTER:

```Console
cscript ospp.vbs /act contoso1
```

To diagnose KMS activation errors

1. If the computer has the KMS client key installed, check the licensing status by typing the following command and pressing ENTER:

```Console
cscript ospp.vbs /dstatusall
```

2. To view the KMS activation history, type the following command and press ENTER:

```Console
cscript ospp.vbs /dhistorykms
```

3. To trigger activation, type the following command and press ENTER:

```Console
cscript ospp.vbs /act
```

4. Check the error message for error code 0xC004F042. If you see an error code in the notification dialog boxes, use that code to check the error message. To do so, type the following command and press ENTER:

```Console
cscript ospp.vbs /ddescr:0xC004F042
```

To turn on or off KMS host caching on the KMS client

1. On the KMS client computer, to turn on caching, type the following command and press ENTER:

    Console

    ```
    cscript ospp.vbs /cachst:TRUE
    ```

2. On the KMS client computer, to turn off caching, type the following command and press ENTER:

    Console

    ```
    cscript ospp.vbs /cachst:FALSE
    ```

To test a KMS host name and then set auto-discovery

1. If you test a KMS host named kmstest.contoso.com and want to specify it in the KMS client, type the following command and press ENTER:

    Console

    ```
    cscript ospp.vbs /sethst:kmstest.contoso.com
    ```

> ⓘ **Note**
>
> If you change the default port on the KMS host computer, run ospp.vbs with the /setprt option. For example: `cscript ospp.vbs /setprt:1750`

2. To trigger activation, type the following command and press ENTER:

    Console

    ```
    cscript ospp.vbs /act
    ```

3. To check the KMS activation history and confirm the host contacted successfully, type the following command and press ENTER:

    Console

    ```
    cscript ospp.vbs /dhistorykms
    ```

4. To enable auto-discovery of the production KMS host using Domain Name System (DNS), remove the specified KMS host name by typing the following command and pressing ENTER:

Console

```
cscript ospp.vbs /remhst
```

The slmgr.vbs script

The Software License Manager (slmgr.vbs) script, located in the `Windows\system32` folder, configures and retrieves volume activation details for the Office KMS host and the Windows host. For more information, see Configuring KMS Hosts for Windows.

You can run the script locally on the target computer or remotely from another computer. You must use an administrator account to run the script. If a standard user runs slmgr.vbs, some license data might be missing or incorrect, and many operations become prohibited.

The slmgr.vbs script uses either the Windows-based script host (`wscript.exe`) or the command-based script host (`cscript.exe`). Administrators can specify the script engine. If you don't specify a script engine, slmgr.vbs uses the default, `wscript.exe`. Use the `cscript.exe` script engine.

You must restart the Software Licensing Service for any changes to take effect. To restart the Software Licensing Service, use the Microsoft Management Console (MMC) Services snap-in or type the following command:

Console

```
net stop sppsvc && net start sppsvc
```

Run slmgr.vbs with at least one parameter. Running the script without any parameters displays Help information. The following table lists slmgr.vbs command-line options and describes each one. Most parameters configure the KMS host computer. However, the parameters `/sai` and `/sri` pass to KMS clients after they contact the KMS host computer. The general syntax of slmgr.vbs is as follows (assuming you use the `cscript.exe` script engine):

Console

```
cscript slmgr.vbs [ComputerName] [User] [Password] [Option]
```

ComputerName

Name of the remote computer. If you don't provide a computer name, the command uses the local computer.

User

Account with required permission on the remote computer.

Password

Password for the account. If you don't provide a user account and password, the command uses your current credentials.

Option

Options appear in the following table.

Slmgr.vbs command options

⌄⌃ **Expand table**

Option	Description
/ipk *ProductKey*	Installs the product key for Windows (default) or another application identified by the product key.
/ato *ActivationID*	Activates the KMS host for Windows (default) or the application identified by the provided Activation ID.
/dti *ActivationID*	Displays the Installation ID used for telephone activation of the KMS host computer for Windows (default) or the application identified by the provided Activation ID. Enter the Installation ID into the telephone to receive the Confirmation ID, which activates the KMS host computer using the `/atp` parameter.
/atp *ConfirmationID* *ActivationID*	After you receive the Confirmation ID, activate the KMS host for Windows (default) or the application identified by the provided Activation ID.
/dlv *ActivationID*	Displays detailed license information for Windows (default) or the application identified by the provided Activation ID. For example, run the following command at an elevated command prompt in the `Windows\system32` folder to get the status of the Office KMS host: `cscript slmgr.vbs /dlv 70512334-47B4-44DB-A233-BE5EA33B914C`
/dli *ActivationID*	Displays license information for Windows (default) or the application identified by the provided Activation ID.
/upk *ActivationID*	Uninstalls the product key for Windows (default) or the application identified by the provided Activation ID.

Option	Description
	CAUTION: If you intend to uninstall the product key for Office and omit the Activation ID, the command uninstalls all installed product keys, including the Windows product key.
/xpr *ActivationID*	Displays the expiration date for the current license state.
/sprt *PortNumber*	Sets the TCP communications port on a KMS host computer. Replace *PortNumber* with the TCP port number to use. The default is 1688.
/cdns	Disables automatic DNS publishing by a KMS host computer.
/sdns	Enables automatic DNS publishing by the KMS host computer.
/cpri	Lowers the priority of KMS host computer processes.
/sai *ActivationInterval*	Changes how often a KMS client tries to activate itself when it can't find a KMS host computer. Replace *ActivationInterval* with a value expressed in minutes. The default is 120 minutes.
/sri *RenewalInterval*	Changes how often a KMS client tries to renew its activation by contacting a KMS host computer. Replace *RenewalInterval* with a value expressed in minutes. The default is 10080 minutes (seven days). This setting overrides the local KMS client settings.

> ⓘ **Note**
>
> - Activation ID for Office LTSC 2024: F3D89BBF-C0EC-47CE-A8FA-E5A5F97E447F
> - Activation ID for Office LTSC 2021: 47F3B983-7C53-4D45-ABC6-BCD91E2DD90A
> - Activation ID for Office 2019: 70512334-47B4-44DB-A233-BE5EA33B914C
> - Activation ID for Office 2016: 98EBFE73-2084-4C97-932C-C0CD1643BEA7

Slmgr.vbs command options (Active Directory–based activation)

The following table shows the command options for activating an Active Directory Domain Services (AD DS) forest using Active Directory–based activation.

⌗ **Expand table**

Option	Description
/ad-activation-online *ProductKey*	Activates an AD DS forest using the user-provided product

Option	Description
	key.
/ad-activation-apply-get-iid *ProductKey*	Displays the installation ID for an AD DS forest.
/ad-activation-apply-cid *ProductKey* *ConfirmationID*	Activates an AD DS forest using the user-provided product key and Confirmation ID.

Volume Activation Management Tool (VAMT)

Volume Activation Management Tool (VAMT) gives you a graphical interface to manage volume activation. For more information, see Volume Activation Management Tool (VAMT) technical reference.

> ⓘ Note
>
> - Office LTSC 2024, Office LTSC 2021, and Office 2019 require at least VAMT 3.1.

Manage volume activation for Office LTSC 2024 using VAMT

To manage volume activation for Office LTSC 2024 using VAMT, follow these steps:

1. Identify the installation folder for VAMT—for example, `C:\Program Files (x86)\Windows Kits\10\Assessment and Deployment Kit\VAMT3`.
2. Download Office LTSC 2024 support files from the Office VAMT download link ⧉.
3. Copy the `pkeyconfig-office24-client.xrm-ms`, `pkeyconfig-office24-kmshost.xrm-ms`, and `Office24.cilx` files to the appropriate VAMT directories:

   - Copy the .xrm-ms files into the `VAMT3\pkconfig` folder.
   - Copy the .cilx file to a location where you can easily access it for import.

To import Office LTSC 2024 data into VAMT:

1. Open VAMT.
2. In the Actions pane, choose **Import list** to open the **Import List** dialog box.
3. In the **Import List** dialog box, navigate to the location of the `Office24.cilx` file, select the file, and choose **Open**.
4. In the Volume Activation Management Tool dialog box, select **OK** to begin the import. VAMT shows a progress message while it imports the file. Select **OK** when a confirmation message appears that the import completed successfully.

Related articles

- Overview of volume activation of Office
- Activate volume licensed versions of Office by using MAK
- Activate volume licensed versions of Office by using Active Directory

Deployment guide for Project

Article • 05/19/2025

How you deploy Project to the users in your organization depends on which version of Project you purchase. A common purchase option for organizations is one of the following versions of Project:

- Project Online Desktop Client, available as a subscription with Planner and Project Plan 3 or Planner and Project Plan 5.
- Project Professional 2024 or Project Standard 2024, available as a one-time purchase through a volume licensing agreement.
- Project Professional 2021 or Project Standard 2021, available as a one-time purchase through a volume licensing agreement.
- Project Professional 2019 or Project Standard 2019, available as a one-time purchase through a volume licensing agreement.
- Project Professional 2016 or Project Standard 2016, available as a one-time purchase through a volume licensing agreement.

Before you deploy, be sure to review the system requirements ⧉ for the version of Project that you plan to deploy to the users in your organization.

> ⓘ **Important**
>
> There are some combinations of Office, Visio, and Project that can't be installed together on the same device. For more information, see **Supported scenarios for installing different versions of Office, Visio, and Project on the same computer**.

Deploy Project

The following sections provide guidance on how to deploy different versions of Project.

Deploy Project Online Desktop Client

Here are the general steps to deploy Project Online Desktop Client to users in your organization:

1. Purchase either Planner and Project Plan 3 or Planner and Project Plan 5, which includes Project Online Desktop Client and the Planner app, with enough licenses for all of your Project users.
2. Sign in to the Microsoft 365 admin center and assign licenses for Project Online Desktop Client to those users.

3. Have your users sign in to Office.com ⬀, select **Apps** from the navigation menu, and then select **Install apps** > **Microsoft 365 apps**. In the installation pop-up, users can select **Project** and install it on their device. Users must be local administrators on their devices to complete the installation.

If you want to have more control over how Project is deployed to your users, you can do the following instead:

1. Download ⬀ the Office Deployment Tool from the Microsoft Download Center.
2. Create a configuration.xml file to use with the Office Deployment Tool to install Project Online Desktop Client.

   - We recommend using the Office Customization Tool ⬀ in the Microsoft 365 Apps admin center ⬀ to create the configuration file. Leave the **Office Suite** field empty and choose your version in the **Project** dropdown.
   - We also recommend reviewing the Build dynamic, lean, and universal packages for Microsoft 365 Apps article on how to optimize your configuration file. This step is optional.

3. Use the Office Deployment Tool to deploy Project Online Desktop Client on your users' devices.

   - We recommend installing Project without downloading the source files beforehand. This reduces the overall network utilization and removes the need to maintain the source files.

If you already use other tools to deploy software to your users, such as Microsoft Configuration Manager, you can use the Office Deployment Tool along with those tools to deploy Project.

Deploy a volume licensed version of Project 2024

To deploy a volume licensed version of Project Professional 2024 or Project Standard 2024 to users in your organization, follow these general steps:

1. Purchase Project 2024 as part of a volume licensing agreement.
2. Use the Office Deployment Tool and a configuration.xml file to install Project 2024 from the Office Content Delivery Network (CDN) on the internet. For more information, see Deploy Office LTSC 2024

   - It's recommended to use the Office Customization Tool ⬀ in the Microsoft 365 Apps admin center ⬀ to create the configuration file. Leave the **Office Suite** field empty and choose your version in the **Project** dropdown.

- It's recommended to install Project directly without downloading the source files beforehand. This approach reduces overall network utilization and eliminates the need to maintain the source files.

If you use other tools, such as Microsoft Configuration Manager, to deploy software to your users, you can integrate the Office Deployment Tool with those tools to deploy volume licensed versions of Project.

> ⓘ **Note**
>
> - Volume licensed versions of Project 2024 are available directly from the Office CDN.
> - Volume licensed versions of Project 2024 are installed using Click-to-Run rather than Windows Installer (MSI).
> - The Office Customization Tool (OCT) used for Windows Installer (MSI) versions of Project isn't applicable for volume licensed versions of Project 2024.

Deploy a volume licensed version of Project 2021

Here are the general steps to deploy a volume licensed version of Project Professional 2021 or Project Standard 2021 to users in your organization:

1. Purchase Project 2021 as part of a volume licensing agreement.
2. Use the Office Deployment Tool and a configuration.xml file to install Project 2021 from the Office Content Delivery Network (CDN) on the internet. For more information, see Deploy Office LTSC 2021.

   - We recommend using the Office Customization Tool ⧉ in the Microsoft 365 Apps admin center ⧉ to create the configuration file. Leave the **Office Suite** field empty and choose your version in the **Project** dropdown.
   - We recommend installing Project without downloading the source files beforehand. This reduces the overall network utilization and removes the need to maintain the source files.

If you already use other tools to deploy software to your users, such as Microsoft Configuration Manager, you can use the Office Deployment Tool along with those tools to deploy volume licensed versions of Project.

> ⓘ **Note**
>
> - Volume licensed versions of Project 2021 are available directly from the Office CDN.

Deploy a volume licensed version of Project 2019

Here are the general steps to deploy a volume licensed version of Project Professional 2019 or Project Standard 2019 to users in your organization:

1. Purchase Project 2019 as part of a volume licensing agreement.
2. Use the Office Deployment Tool and a configuration.xml file to install Project 2019 from the Office Content Delivery Network (CDN) on the internet. For more information, see Deploy Office 2019 (for IT Pros).

   - We recommend using the Office Customization Tool ⧉ in the Microsoft 365 Apps admin center ⧉ to create the configuration file. Leave the **Office Suite** field empty and choose your version in the **Project** dropdown.
   - We recommend installing Project without downloading the source files beforehand. This reduces the overall network utilization and removes the need to maintain the source files.

If you already use other tools to deploy software to your users, such as Microsoft Configuration Manager, you can use the Office Deployment Tool along with those tools to deploy volume licensed versions of Project.

> ⓘ **Note**
>
> - Volume licensed versions of Project 2019 are available directly from the Office CDN.
> - Volume licensed versions of Project 2019 are installed by using Click-to-Run instead of by using Windows Installer (MSI).
> - The Office Customization Tool (OCT) that's used for Windows Installer (MSI) versions of Project isn't used with volume licensed versions of Project 2019.

Deploy a volume licensed version of Project 2016

Here are the general steps to deploy a volume licensed version of Project Professional 2016 or Project Standard 2016 to users in your organization:

1. Purchase Project 2016 as part of a volume licensing agreement.
2. To download your version of Project 2016, go to Microsoft 365 admin center ⧉ > **Billing** > **Your products** > **Volume licensing** > **Download and keys**.
3. If you want to configure user settings for when Project is installed, you can use the Office Customization Tool (OCT).
4. Deploy Project 2016 to your users. For example, you can send your users a script to run that installs Project from a network share on your local network.

If you already use other tools to deploy software to your users, such as Microsoft Configuration Manager, you can use the Office Customization Tool (OCT) along with those tools to deploy Project.

> ⓘ **Note**
>
> The Office Customization Tool (OCT) is only available for versions of Project 2016 that are purchased as part of a volume licensing agreement. The OCT can't be used for retail versions of Project 2016, such as versions bought at a retail store or online.

Configure user settings for Project by using Group Policy

If you want to specify and maintain certain user settings for your Project installations, you can download the Group Policy Administrative Template files (ADMX/ADML) for Office ⧉ and use them to configure Group Policy settings. Group Policy can be used only with devices joined to a domain.

The same Group Policy settings work for Project Online Desktop Client, and volume licensed versions of Project.

End user resources for Project

To help your users get started with Project, here are some resources to share with them:

- Project help & learning ⧉
- Get started with Project ⧉

Related articles

- Documentation to help you plan, deploy, and manage Project Server and Project Online
- Plans and pricing information ⧉

Deployment guide for Visio

Article • 05/19/2025

How you deploy Visio to the users in your organization depends on which version of Visio you purchase. A common purchase option for organizations is one of the following versions of Visio:

- Visio desktop app that comes with a Visio Plan 2 subscription.
- Visio LTSC Professional 2024 or Visio LTSC Standard 2024, available as a one-time purchase through a volume licensing agreement.
- Visio LTSC Professional 2021 or Visio LTSC Standard 2021, available as a one-time purchase through a volume licensing agreement.
- Visio Professional 2019 or Visio Standard 2019, available as a one-time purchase through a volume licensing agreement.
- Visio Professional 2016 or Visio Standard 2016, available as a one-time purchase through a volume licensing agreement.

Before you deploy, be sure to review the system requirements ⧉ for the version of Visio that you plan to deploy to the users in your organization.

> ⓘ **Important**
>
> There are some combinations of Office, Visio, and Project that can't be installed together on the same device. For more information, see **Supported scenarios for installing different versions of Office, Visio, and Project on the same computer**.

Deploy Visio

The following sections provide guidance on how to deploy different versions of Visio.

Deploy a subscription version of Visio

Here are the general steps to deploy a subscription version of Visio to users in your organization:

1. Purchase Visio Plan 2, with enough licenses for all of your Visio users.
2. Sign in to the Microsoft 365 admin center and assign licenses for Visio to those users.
3. Have your users sign in to Office.com ⧉, select **Apps** from the navigation menu, and then select **Install apps** > **Microsoft 365 apps**. In the installation pop-up, users can select **Visio** and install it on their device. Users must be local administrators on their devices to complete the installation.

If you want to have more control over how the subscription version of Visio is deployed to your users, you can do the following instead:

1. Download ⬈ the Office Deployment Tool from the Microsoft Download Center.
2. Create a configuration.xml file to use with the Office Deployment Tool to install the subscription version of Visio.

   - We recommend using the Office Customization Tool ⬈ in the Microsoft 365 Apps admin center ⬈ to create the configuration file. Leave the **Office Suite** field empty and choose your version in the **Visio** dropdown.
   - We also recommend reviewing the Build dynamic, lean, and universal packages for Microsoft 365 Apps article on how to optimize your configuration file. This step is optional.

3. Use the Office Deployment Tool to deploy the subscription version Visio to the users in your organization.

   - We recommend installing Visio without downloading the source files beforehand. This reduces the overall network utilization and removes the need to maintain the source files.

If you already use other tools to deploy software to your users, such as Microsoft Configuration Manager, you can use the Office Deployment Tool along with those tools to deploy the subscription version of Visio.

Deploy Visio LTSC 2024

To deploy Visio LTSC Professional 2024 or Visio LTSC Standard 2024 to users in your organization, follow these general steps:

1. Purchase Visio LTSC 2024 as part of a volume licensing agreement.
2. Use the Office Deployment Tool and a configuration.xml file to install Visio LTSC 2024 from the Office Content Delivery Network (CDN) on the internet. For more information, see Deploy Office LTSC 2024

   - It's recommended to use the Office Customization Tool ⬈ in the Microsoft 365 Apps admin center ⬈ to create the configuration file. Leave the **Office Suite** field empty and choose your version in the **Visio** dropdown.
   - It's recommended to install Visio directly without downloading the source files beforehand. This approach reduces overall network utilization and eliminates the need to maintain the source files.

If you use other tools, such as Microsoft Configuration Manager, to deploy software to your users, you can integrate the Office Deployment Tool with those tools to deploy Visio LTSC 2024.

> **ⓘ Note**
>
> - Visio LTSC 2024 is available directly from the Office CDN.
> - Visio LTSC 2024 is installed using Click-to-Run rather than Windows Installer (MSI).
> - The Office Customization Tool (OCT) used for Windows Installer (MSI) versions of Visio is not applicable for Visio LTSC 2024.

Deploy Visio LTSC 2021

Here are the general steps to deploy Visio LTSC Professional 2021 or Visio LTSC Standard 2021 to users in your organization:

1. Purchase Visio LTSC 2021 as part of a volume licensing agreement.
2. Use the Office Deployment Tool and a configuration.xml file to install Visio LTSC 2021 from the Office Content Delivery Network (CDN) on the internet. For more information, see Deploy Office LTSC 2021.

   - We recommend using the Office Customization Tool ⧉ in the Microsoft 365 Apps admin center ⧉ to create the configuration file. Leave the **Office Suite** field empty and choose your version in the **Visio** dropdown.
   - We recommend installing Visio without downloading the source files beforehand. This reduces the overall network utilization and removes the need to maintain the source files.

If you already use other tools to deploy software to your users, such as Microsoft Configuration Manager, you can use the Office Deployment Tool along with those tools to deploy Visio LTSC 2021.

> **ⓘ Note**
>
> - Visio LTSC 2021 is available directly from the Office CDN.
> - Visio LTSC 2021 is installed by using Click-to-Run instead of by using Windows Installer (MSI).
> - The Office Customization Tool (OCT) that's used for Windows Installer (MSI) versions of Visio isn't used with Visio LTSC 2021.

Deploy a volume licensed version of Visio 2019

Here are the general steps to deploy a volume licensed version of Visio Professional 2019 or Visio Standard 2019 to users in your organization:

1. Purchase Visio 2019 as part of a volume licensing agreement.
2. Use the Office Deployment Tool and a configuration.xml file to install Visio 2019 from the Office Content Delivery Network (CDN) on the internet. For more information, see Deploy Office 2019 (for IT Pros).

   - We recommend using the Office Customization Tool ⧉ in the Microsoft 365 Apps admin center ⧉ to create the configuration file. Leave the **Office Suite** field empty and choose your version in the **Visio** dropdown.
   - We recommend installing Visio without downloading the source files beforehand. This reduces the overall network utilization and removes the need to maintain the source files.

If you already use other tools to deploy software to your users, such as Microsoft Configuration Manager, you can use the Office Deployment Tool along with those tools to deploy volume licensed versions of Visio.

> ⓘ **Note**
>
> - Volume licensed versions of Visio 2019 are available directly from the Office CDN.
> - Volume licensed versions of Visio 2019 are installed by using Click-to-Run instead of by using Windows Installer (MSI).
> - The Office Customization Tool (OCT) that's used for Windows Installer (MSI) versions of Visio isn't used with volume licensed versions of Visio 2019.

Deploy a volume licensed version of Visio 2016

Here are the general steps to deploy a volume licensed version of Visio Professional 2016 or Visio Standard 2016 to users in your organization:

1. Purchase Visio 2016 as part of a volume licensing agreement.
2. To download your version of Visio 2016, go to Microsoft 365 admin center ⧉ > **Billing** > **Your products** > **Volume licensing** > **Download and keys**.
3. If you want to configure user settings for when Visio is installed, you can use the Office Customization Tool (OCT).
4. Deploy Visio 2016 to your users. For example, you can send your users a script to run that installs Visio from a network share on your local network.

If you already use other tools to deploy software to your users, such as Microsoft Configuration Manager, you can use the Office Customization Tool (OCT) along with those tools to deploy Visio.

> **① Note**
>
> The Office Customization Tool (OCT) is only available for versions of Visio 2016 that are purchased as part of a volume licensing agreement. The OCT can't be used for retail versions of Visio 2016, such as versions bought at a retail store or online.

Configure user settings for Visio by using Group Policy

If you want to specify and maintain certain user settings for your Visio installations, you can download the Group Policy Administrative Template files (ADMX/ADML) for Office ⬀ and use them to configure Group Policy settings. Group Policy can be used only with devices joined to a domain.

The same Group Policy settings work for the subscription version of the Visio desktop app, and volume licensed versions of Visio.

End user resources for Visio

To help your users get started with Visio, here are some resources to share with them:

- What's new in Visio 2024 ⬀
- Beginner tutorial for Visio ⬀
- Visio help & learning ⬀

Related articles

- Plans and pricing information ⬀
- Visio licensing ⬀

Deployment guide for OneNote

Article • 10/02/2024

> ⓘ **Important**
>
> OneNote for Windows 10 will reach end of support in October 2025. It's recommended that all enterprise customers switch from OneNote for Windows 10 to OneNote on Windows, which is available from the Microsoft Store and with a Microsoft 365 subscription. OneNote on Windows offers new features and updates and allows you to customize user settings through Group Policy.

OneNote is included with Word, Excel, and PowerPoint when you deploy Microsoft 365 Apps, Office Long Term Service Channel (LTSC) 2024, Office LTSC 2021, or Office 2019. There are no other steps you need to take to include OneNote with new installations of Office. But, always be sure to check the deployment settings before you deploy, for example when using the wizards in Configuration Manager (current branch) or Microsoft Intune.

Use the Office Deployment Tool or enterprise deployment software like Microsoft Configuration Manager to include or exclude OneNote when you deploy Office in your organization.

To add OneNote to an existing installation of Office

If you install Office on your device but OneNote is missing, use the Office Deployment Tool and the following configuration.xml file to add OneNote.

```XML
<Configuration>
    <Add>
        <Product ID="OneNoteFreeRetail">
         <Language ID="MatchInstalled"/>
        </Product>
    </Add>
</Configuration>
```

When you deploy the free version of OneNote, the license updates automatically to match the Office version already installed on the device once the user opens OneNote for the first time.

> ⓘ **Note**
>
> - Using OneNoteFreeRetail isn't supported with volume licensed versions of Office, such as Office LTSC Professional Plus 2021 or Office Standard 2019. To add OneNote back to those versions of Office, you can run an Online Repair.
> - If you deploy the freemium version of OneNote, when you go to **Control Panel** > **Programs** > **Programs and Features**, OneNote will appear as a standalone entry named Microsoft OneNote Home and Student 2016.

To exclude OneNote from being installed

There are different ways to exclude OneNote from being installed with Office, depending on which deployment method you're using, as shown in the following table.

⌞⌝ Expand table

Method	Instructions
Office Deployment Tool	You can use the ExcludeApp element in your configuration.xml file. We recommend that you use the Office Customization Tool to help you create your configuration.xml file.
Microsoft Configuration Manager (current branch)	In the Office 365 Client Installation wizard, you can set **OneNote** to the **Off** position when you configure the Office settings.
Microsoft Intune	On the **Configure app suite** page, you can clear the check box for OneNote in the **Select Office apps** drop-down list.

If you're allowing your users to install Office for themselves from the Microsoft 365 portal, there's no way to exclude OneNote from being installed.

Additional information about deploying OneNote

OneNote training resources

We're providing free and shareable eBooks ⧉ to help your users transition to the user interface and functionalities in OneNote.

Configure OneNote settings

You can use Group Policy to configure certain OneNote settings for your users. To use Group Policy, download the latest Administrative Template files (ADMX/ADML) for Office ⧉ from the Microsoft Download Center and implement the policy settings by using Active Directory Domain Services.

> ⓘ **Note**
>
> - Group Policy requires the devices with OneNote to be joined to an Active Directory domain.
> - Most of these same policy settings can be applied by using **Cloud Policy**, which doesn't require the device to be joined to a domain.
> - Group Policy can't be used with Microsoft 365 Apps for business or with OneNote for Windows 10.
> - Cloud Policy can only be used with Microsoft 365 Apps for enterprise.

Supported languages

While both OneNote and OneNote for Windows 10 are available in most of the same languages, there are a few differences. The lists of the supported languages are available here: OneNote ⧉ , OneNote for Windows 10 ⧉

Other platforms

There are also versions of OneNote for Mac, iPad, iPhone, Android, and for web browsers. For more information, see What's the difference between the OneNote versions? ⧉

Related articles

- Frequently Asked Questions about OneNote in Office 2019 and Microsoft 365 ⧉
- OneNote help & learning ⧉
- OneNote info for developers
- OneNote for Windows 10 migration guide

Feedback

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Overview of Office for Mac (for admins and IT Pros)

Article • 09/19/2024

Applies to: *Microsoft 365 for Mac, Office Long Term Service Channel (LTSC) for Mac 2024, LTSC for Mac 2021*

The following Office apps are available for devices running macOS:

- Word
- Excel
- PowerPoint
- Outlook
- OneNote
- OneDrive
- Teams

The following sections are intended to provide information to help you plan your deployment of Office to Mac users in your organization.

For more information, see Deployment options for admins for Office for Mac.

System requirements

Office for Mac is supported on the three most recent versions of macOS. As new major versions of macOS are made generally available, Microsoft removes support for the oldest version and support the newest and previous two versions of macOS. For more information, see Upgrade macOS to continue receiving Microsoft 365 and Office for Mac updates ☑ .

For all the system requirements, refer to System requirements for Microsoft 365 and Office ☑ .

Chipset support

Office provides native support for both Apple silicon and Intel-based Mac devices. All installation and update packages are provided in Universal 2 format. For more information, see Microsoft 365, Office 2021, and Office 2019 support for Apple silicon ☑ .

Languages

All the supported languages ⧉ in Office for Mac are included as part of the installer package (.pkg) file. There aren't separate installer package files for each language, which means that admins don't need to choose which language to deploy to users. Instead, the language used at app start is based on the preferred locale settings in macOS. Users can switch to a different language ⧉ without having to reinstall Office.

Updates

Office for Mac is updated approximately once a month. These updates include, as needed, security updates and nonsecurity updates, such as updates that provide stability or performance improvements for Office. For those users with a Microsoft 365 plan, these updates can also include new or improved features. For more information, see Deploy updates for Office for Mac.

Features

For information about features in the various versions of Office for Mac, review the following resources. Keep in mind that Office LTSC for Mac 2024 and Office LTSC for Mac 2021 don't receive new features. If you want to get new Office features on an ongoing basis, you should consider upgrading to a Microsoft 365 plan that includes Office.

If you're looking for information to help your users get started with Office for Mac, review the resources on Office Help & Training ⧉ .

Office for Mac features

To review the latest features in each monthly release, refer to What's new in Microsoft 365 ⧉ or Release notes for Office for Mac.

> 💡 **Tip**
>
> For early access to new features, check out the **Microsoft 365 Insider Program for Business**.

Office LTSC for Mac 2024 features

For information about the new features in Office LTSC for Mac 2021, refer to the following articles:

- What's new in Excel 2024 for Mac ⧉
- What's new in Outlook 2024 for Mac ⧉
- What's new in PowerPoint 2024 for Mac ⧉
- What's new in Word 2024 for Mac ⧉

Office LTSC for Mac 2021 features

For information about the new features in Office LTSC for Mac 2021, refer to the following articles:

- What's new in Excel 2021 for Mac ⧉
- What's new in Outlook 2021 for Mac ⧉
- What's new in PowerPoint 2021 for Mac ⧉
- What's new in Word 2021 for Mac ⧉

Privacy controls

There are preference settings available that allow you to configure settings related to diagnostic data and connected experiences for Office on a Mac. For more information, see Use preferences to manage privacy controls for Office for Mac.

App bundles

The app bundle for each app, such as Word, includes all the resources needed to run the app. There aren't any shared resources among the apps. For example, the app bundles for Excel for Mac and Word for Mac both contain the font resources needed by the app.

Customizations

To help improve security, Office for Mac implemented Apple app sandboxing guidelines. This means that you can't customize the app bundle before or after you deploy Office. Don't add, change, or remove files in an app bundle. For example, even if you don't need the French language resource files for Excel, don't delete them. This change prevents Excel from starting. But, you can still configure preferences for each app.

App icons

When you deploy Office on a Mac, the app icons aren't automatically added to the dock, but are available from Launchpad. You can provide your users with instructions on how to add app icons to the dock ⧉.

Version numbers

The major version of Microsoft 365 for Mac, Office LTSC for Mac 2024, and Office LTSC for Mac 2021 is 16.x. Since the major version is the same, application settings, including policies, preferences, and preference domains are similar for the three versions of Office for the Mac.

Also, add-ins and other extensibility solutions that were compatible with an older version will most likely be compatible with a newer version or require minimal testing. For example, when upgrading from Office LTSC for Mac 2021 to Office LTSC for Mac 2024.

Office LTSC for Mac 2024 has version numbers of 16.89 or higher. Office LTSC for Mac 2021 has version numbers of 16.53 or higher.

Feedback

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Deployment options for admins for Office for Mac

Article • 09/18/2024

Applies to: *Microsoft 365 for Mac, Office Long Term Service Channel (LTSC) for Mac 2024, LTSC for Mac 2021*

There are two basic ways that you, as an admin, can deploy Office to Mac users in your organization:

- Provide your Mac users with the installer package file, and have them install Office for themselves

- Download the installer package file to your local network, and then use your software distribution tools to deploy Office to Mac devices

If you have a Microsoft 365 plan, you can provide your Mac users with instructions on [how to download and install Office](#) ↗ themselves. To install Office on a Mac, a user has to be an administrator on the device or know an administrator account name and password.

> 💡 **Tip**
>
> If your users are familiar with the process for downloading and installing Mac apps, you can simply send them the direct link to the Office Content Delivery Network.

If you use software distribution tools, you have more control over which users get Office and when. For example, you can automatically install Office apps as part of automated device enrollment. To plan your deployment, review the following information.

> ⓘ **Note**
>
> For information about upgrades, see **Upgrade an installation of Office for Mac**.

Download Office for Mac to your local network

The easiest way to download Office for Mac, and ensure you're always getting the most current version and build, is to download directly from the Office Content Delivery

Network (CDN) on the internet. Here are the links to the installer packages for the Office suite, which contains all the applications.

- Microsoft 365 for Mac ⧉
- Office LTSC for Mac 2024 ⧉ (volume license)
- Office LTSC for Mac 2021 ⧉ (volume license)

The same installer package can be used for Microsoft 365 subscriptions, Office LTSC for Mac 2024, and Office LTSC for Mac 2021. How you activate the product determines which features are available to your users.

> ⊘ **Note**
>
> - If you have a Microsoft Services Provider License Agreement (SPLA), **review this information**.
> - Support for Office 2019 for Mac ended on October 13th, 2023. For more information, see **End of support for Office 2019 for Mac** ⧉ .
> - Support for Office 2016 for Mac ended on October 10th, 2023. For more information, see **End of support for Office 2016 for Mac** ⧉

Deploy Office for Mac to users in your organization

Office for Mac uses the Apple Installer technology for installation. That means you can use the software distribution tools that you normally use to deploy software to Mac users. Some of the most common tools are Jamf Pro ⧉ , Microsoft Intune, Munki ⧉ , and AutoPkg ⧉ . You can also use Apple Remote Desktop ⧉ .

> ⓘ **Important**
>
> To help improve security, Office for Mac implements Apple app sandboxing guidelines. This means that you can't customize the app bundle before or after you deploy Office. Don't add, change, or remove files in an app bundle. For example, even if you don't need the French language resource files for Excel, don't delete them. This change prevents Excel from starting. Even though you can't customize app bundles, you can **configure preferences** for each app.

Additional deployment information for Office for Mac

Whichever deployment method you decide to use, the following information can help you plan your Office for Mac deployment.

Side-by-side installations

You can't have two different versions of Office installed on a Mac. For example, you can't install Office LTSC for Mac 2024 on the same Mac where Microsoft 365 for Mac is already installed.

Deploying individual apps

Installer package files for individual applications, such as Word or Excel, are available to download from the Office Content Delivery Network (CDN). For links to those files, see Most current packages for Office for Mac.

> 💡 **Tip**
>
> The Office for Mac installer package, also known as the *suite* installer, is much smaller than the combined size of the individual app installers. This is because the suite installer includes a common set of fonts, frameworks, and proofing tools that are copied into each app bundle during installation.

Microsoft Teams

Teams is included as part of the installer packages for Microsoft 365 for Mac. If you don't want Teams included as part of the installation, you can download this installer package ⬀, which doesn't include Teams.

Activation

To use Office on a Mac, Office needs to be activated. Before you deploy, review the information about how activation works for Office for Mac.

Internet access

After downloading the installer package, internet access isn't required to install, activate, or use Office LTSC for Mac 2024 or Office LTSC for Mac 2021.

Uninstalling

If you need to uninstall Office from a Mac, you can follow these steps to completely remove Office ⧉ . Unfortunately, there is no program to uninstall Office from a Mac automatically.

Upgrade an installation of Office for Mac

You can upgrade an existing installation of Office on a Mac to a newer version without uninstalling the current version. For example, you can upgrade a volume-licensed version of Office 2019 for Mac to Office LTSC for Mac 2024. You can also switch from a volume-licensed version of Office, such as Office LTSC for Mac 2024, to a subscription version of Office for Mac.

Upgrade to Microsoft 365 for Mac (subscription version)

If you're a volume-licensed customer of Office LTSC for Mac 2024 or Office LTSC for Mac 2021, you can upgrade to Microsoft 365 for Mac without uninstalling your current version. Follow these steps:

1. Install the latest Office updates on each Mac where Office is installed.
2. Have users open any Office app and sign in with their Microsoft 365 account.

Upgrade to Office LTSC for Mac 2024 (volume license)

If you're a volume licensed customer, you can upgrade to Office LTSC for Mac 2024 without having to uninstall Office for Mac 2021. Just follow these steps:

1. Install the latest Office updates on each Mac where Office is installed. Office must be updated to at least Version 16.89.
2. Download the Volume License (VL) Serializer for Office LTSC for Mac 2024 from the Microsoft 365 admin center ⧉ .
3. Run the VL Serializer on each Mac where Office is installed.

Related articles

- Deploy updates for Office for Mac

- [Deploy preferences for Office for Mac](#)

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# Overview of the Volume License (VL) Serializer

Article • 09/18/2024

Applies to: *Office Long Term Service Channel (LTSC) for Mac 2024, Office LTSC for Mac 2021*

The Volume License Serializer (VL) is used to activate Office LTSC for Mac 2024 or Office LTSC for Mac 2021. The VL Serializer is a package (.pkg) file that you run on a Mac where Office is installed.

Download the Volume License (VL) Serializer from the Microsoft 365 admin center

To download the VL Serializer, do the following steps:

1. Sign in to the Microsoft 365 admin center ⬀ and go to > **Billing** > **Your products** > **Volume licensing**. You need to be a volume licensing administrator to access the **Volume licensing** section.

2. Go to the **Download and keys** tab.
3. Search for "Office LTSC Standard for Mac 2024" or "Office LTSC Standard for Mac 2021" (depending on your licensed version of Office).
4. Select the **Download** link in the results panel.
5. Choose **Continue** at the bottom of the window.
6. Select the download icon to download the VL Serializer .iso file.
7. After the download is complete, mount the .iso file to extract the VL Serializer package file.

Then, deploy and run the VL Serializer package file on each Mac that you want to activate Office as a volume licensed version.

Office LTSC for Mac 2024 information

- The name of the package file is Microsoft_Office_LTSC_2024_VL_Serializer.pkg.
- Volume licensed versions of Office LTSC for Mac 2024 have version numbers of 16.89 or higher.
- The management tool now runs the VL Serializer in the background while users continue working in Office LTSC for Mac 2021. After users close and reopen the app, Office switches to the Office LTSC for Mac 2024 license. This approach minimizes disruption during the transition.

Office LTSC for Mac 2021 information

- The name of the package file is Microsoft_Office_LTSC_2021_VL_Serializer.pkg.
- The package file is approximately 12 MB in size.
- Volume licensed versions of Office LTSC for Mac 2021 have version numbers of 16.53 or higher.

Additional information about the VL Serializer

- The VL Serializer provides native support for both Apple Silicon and Intel-based Macs.
- The volume license is located in the /Library/Preferences/com.microsoft.office.licensingV2.plist file.
- The licensing plist generated by the VL Serializer contains data that's encrypted by using the serial number of the boot drive on the device where it was generated. Upon each Office application launch, the plist is decrypted by using the current boot drive serial number as the decryption key. If the data can't be decrypted (for example, boot drive serial number is different), Office goes into an unlicensed state without warning.
- Because the license plist file is encrypted using information from the device it's installed, you can't copy it to a different device to activate Office on that device.
- There's a single VL Serializer package that contains a single key. That key is shared between all volume licensed customer installations.
- The VL Serializer package contains a binary executable named "Microsoft Office Setup Assistant." It's this executable that actually activates the volume license.
- The VL Serializer package is compatible with mobile device management (MDM) servers, such as Jamf Pro or FileWave.

Related articles

- [Overview of activation for Office for Mac](#)
- [Deployment options for admins for Office for Mac](#)

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