

SAYRE AREA SCHOOL DISTRICT TECHNOLOGY TIPS

ACTIVATING MICROSOFT OFFICE 2010 FROM HOME

Purpose

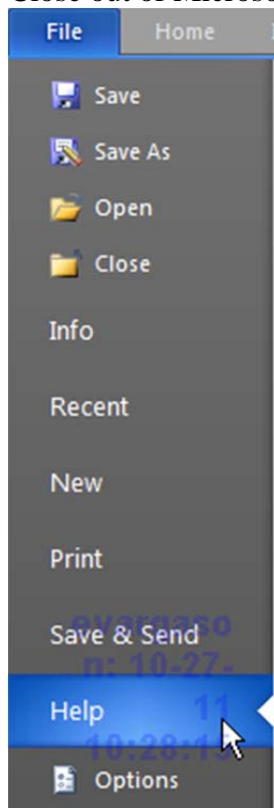
To authenticate and have Microsoft office 2010 on your home pc.

IMPORTANT: This is only for teachers and staff of the Sayre Area School District.

How do I Authenticate?

After Installation follow these steps:

Close out of Microsoft Office:

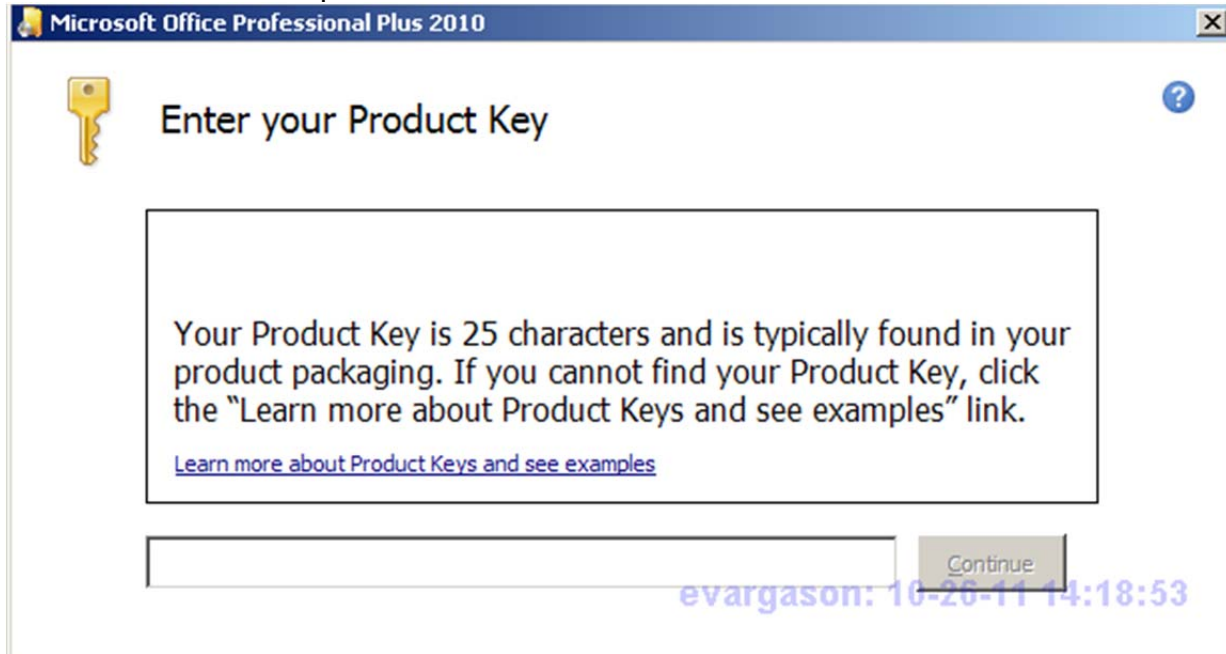


Re open Microsoft Office

Click on the File tab > Help > Change Product Key



Then this should show up:



Enter in your 25 character key.