

Microsoft Office 2016/2019/2021/2024 Online Activation Guide

Installation

1. Uninstall any existing Microsoft Office versions from your computer.
 2. Restart your computer.
 3. Download and install Microsoft Office using the setup package provided with your purchase or this [link](#)
 4. Once installation is complete, open any Office application such as Word or Excel.
 5. Enter your product key when prompted and click **Activate**.
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Activation

When the activation window appears:

1. Select **Online Activation**.
 2. Click **Next**.
 3. Office will connect to Microsoft's activation servers and verify your product key.
 4. If the key is valid, activation will complete automatically within a few moments.
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Verify Activation Status

To confirm that Office has been successfully activated:

1. Open Word, Excel, or any Office application.
2. Select **File** → **Account**.
3. Under **Product Information**, verify that Office displays:
 - **Product Activated**, or
 - **Licensed Product**

Your Office installation is now activated and ready to use.

Troubleshooting

Internet Connection Required

Online activation requires an active internet connection. Ensure your computer can access Microsoft's activation servers before attempting activation.

Activation Failed

If activation does not complete successfully:

1. Verify that the product key was entered correctly.
2. Ensure the installed Office edition matches the product key purchased.
3. Close all Office applications and restart your computer.
4. Open Office and attempt activation again.

Previous Office Installation Detected

If Office displays activation errors or does not offer online activation:

1. Uninstall all previous Office versions.
 2. Restart your computer.
 3. Remove any remaining Office components using a trusted uninstaller utility.
 4. Reinstall Microsoft Office and retry activation.
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Need Assistance?

If you continue to experience activation issues, please contact our support team and provide:

- Your Order ID
- Product Key
- Screenshot of the activation error message

Support Email: support@shopauxonium.com

Mobile / WhatsApp: +971 54 485 8281

Our team will assist you in resolving the issue and completing activation.