

Microsoft Office

How do I sign up for Microsoft Office

To sign up for Microsoft Office, you can create a Microsoft account and access Office apps online for free. Here's how:

1. Visit the [Microsoft account sign-up page](#).
2. Follow the instructions to create an account using your email address, phone number, or Skype ID.
3. Once your account is set up, you can access free online versions of Office apps like Word, Excel, and PowerPoint [here](#).

If you're interested in premium features, you can explore Microsoft 365 plans and pricing on the same site. Let me know if you need help with anything else!

What are the benefits of a Microsoft 365 subscription?


A Microsoft 365 subscription offers a wide range of benefits tailored to productivity, collaboration, and security. Here's a quick summary of what you get:

1. **Access to Premium Office Apps:** Enjoy advanced versions of Word, Excel, PowerPoint, Outlook, and more, with exclusive features and tools.
2. **Cloud Storage:** Get 1 TB of OneDrive storage per user, allowing you to store, share, and access your files from anywhere.
3. **Multi-Device Access:** Install Office apps on up to five devices per user, including PCs, Macs, tablets, and smartphones.
4. **Collaboration Tools:** Work with others in real-time using advanced collaboration features in apps like Word, Excel, and Teams.
5. **Regular Updates:** Receive ongoing updates with the latest features, tools, and security improvements.
6. **Extra Features:** Unlock additional perks like AI-powered tools (e.g., Designer in PowerPoint), premium templates, and advanced data analysis tools in Excel.
7. **Security and Peace of Mind:** Benefit from enterprise-grade security with ransomware detection and recovery options.
8. **Multiple Users:** With family plans, you can share your subscription with up to 5 other people, each getting their own apps, storage, and benefits.


Microsoft Copilot: Your AI compa x Create account x

https://signup.live.com/?lic=1

0 Most Popular 1 Accounts 2 Accounts Online 3 Home 4 Churches 5 Restaurants 6 Gov - Fed State Lo...



Create account

someone@example.com 

[Get a new email address](#)

Next

Sign out Terms of use Privacy & cookies
Use private browsing if this is not your device. [Learn more](#)

Microsoft account | Home


https://account.microsoft.com/?ref=settings&Platform=Windows10&refd=accoun...

0 Most Popular 1 Accounts 2 Accounts Online 3 Home 4 Churches 5 Restaurants 6 Gov - Fed State Lo... 7 Travel and Entertai... Google Maps Local New Jersey O...

Microsoft account JA

Account

Manage Microsoft 365 Family Subscriptions Change password Security

 **John Abrahamsen**
youremail.com

- Account
- Your info
- Subscriptions
- Devices
- Security
- Privacy
- Order history
- Payment options
- Address book

Subscriptions

View and manage your Microsoft products and subscriptions [View all subscriptions \(1\)](#)

Microsoft storage


This includes files, photos, attachments, and more across your Microsoft account

Microsoft Copilot Pro


Your everyday AI companion

Devices

Find, repair, and manage your devices [View all devices \(3\)](#)



JWA_Laptop
Surface Book 2
[View details](#)



VT_Desktop
HP All-in-One Desktop 24-cb1xxx
[View details](#)

Related [Schedule a repair](#) [Find my device](#) [Online support](#)

Privacy

Manage your privacy settings for Microsoft products

Security

Tools to help keep you safe online


Payment options

Manage how you pay for purchases with your Microsoft account

Order history


View recent purchases made with your Microsoft account

[Feedback](#)




 **John Abrahamsen**
john.abrahamsen.bnp@gm...

- Account
- Your info
- Subscriptions
- Devices**
- Security
- Privacy
- Order history
- Payment options
- Address book

Devices

 **Find my device**
Locate any devices you're signed in to

 **Register device**
Connect it to your account

-  **JWA_Laptop**
Surface Book 2
-  **VT_Desktop**
HP All-in-One Desktop 24-cb1xxx
-  **DESKTOP-GCHQ316**
HP ProDesk 600 G5 SFF

Microsoft Store device management

Review which devices you've downloaded apps and games to.

[Manage](#)



Android & iOS device management

Review Android and iOS devices linked to your Microsoft account.

[Manage](#)



Cloud synced settings

Windows devices may back up your app list and some settings in the cloud for easy syncing across devices.

[Clear stored settings](#)



[Feedback](#)



Microsoft 365 apps for your devices
Use on up to 5 devices at the same time

Install







Install Microsoft 365 on all your devices

Get stuff done seamlessly at work and at home by installing Microsoft 365 on all your devices. You can sign in to 5 devices at a time, and they sync automatically so you can pick up right where you left off.

Install



Signed in devices

 John's MacBook Air	Signed in devices	Sign out
 DESKTOP-GCHQ3I6	Signed in devices	Sign out
 JWA_LAPTOP	Signed in devices	Sign out
 VT_DESKTOP	Signed in devices	Sign out

Why don't I see access in the list of apps to install for Office 365

Microsoft Access is available only on Windows PCs and is not included in the Mac or mobile versions of Microsoft 365. If you're using a Mac or a mobile device, that's likely why you don't see it in the list of apps to install.

If you're on a Windows PC and still don't see Access, it might be because your specific Microsoft 365 plan doesn't include it. Access is typically available in the Microsoft 365 Business Standard, Microsoft 365 Apps for Enterprise, and Microsoft 365 Personal or Family plans.

To see the list of apps included in your subscription on a specific device open one like WORD.

Then in the menu click > File > Account which produces the following:

Document1 - Word

Account

Home
New
Open

Info
Save
Save As
Save as Adobe PDF
Print
Share
Share as Adobe PDF link
Export
Transform
Close

Account
Options

Account

User Information

John Abrahamsen
john.abrahamsen@gmail.com
[Sign out](#)
[Switch account](#)

Account Privacy

[Manage Settings](#)

Office Background:

Circuit

Office Theme:

Connected Services:

OneDrive - Personal
To connect to OneDrive - Personal, you'll need your user name and password.
[Connect](#) [Remove service](#)

OneDrive - Personal
john.abrahamsen.bnp@gmail.com
[Add a service](#)

Product Information

Microsoft

Subscription Product for john.abrahamsen@gmail.com
Microsoft 365

This product contains

[Manage Account](#) [Switch License](#) [Update License](#)

Update Options

Get Add-ins

Microsoft 365 Insider

About Word

What's New

Microsoft 365 and Office Updates
Updates are automatically downloaded and installed.

Get Add-ins
Find add-ins that add new functionality to Office, simplify tasks, and connect you to services you use every day.

Microsoft 365 Insider
Join the Microsoft 365 Insider program and get early access to new releases of Microsoft 365 apps.

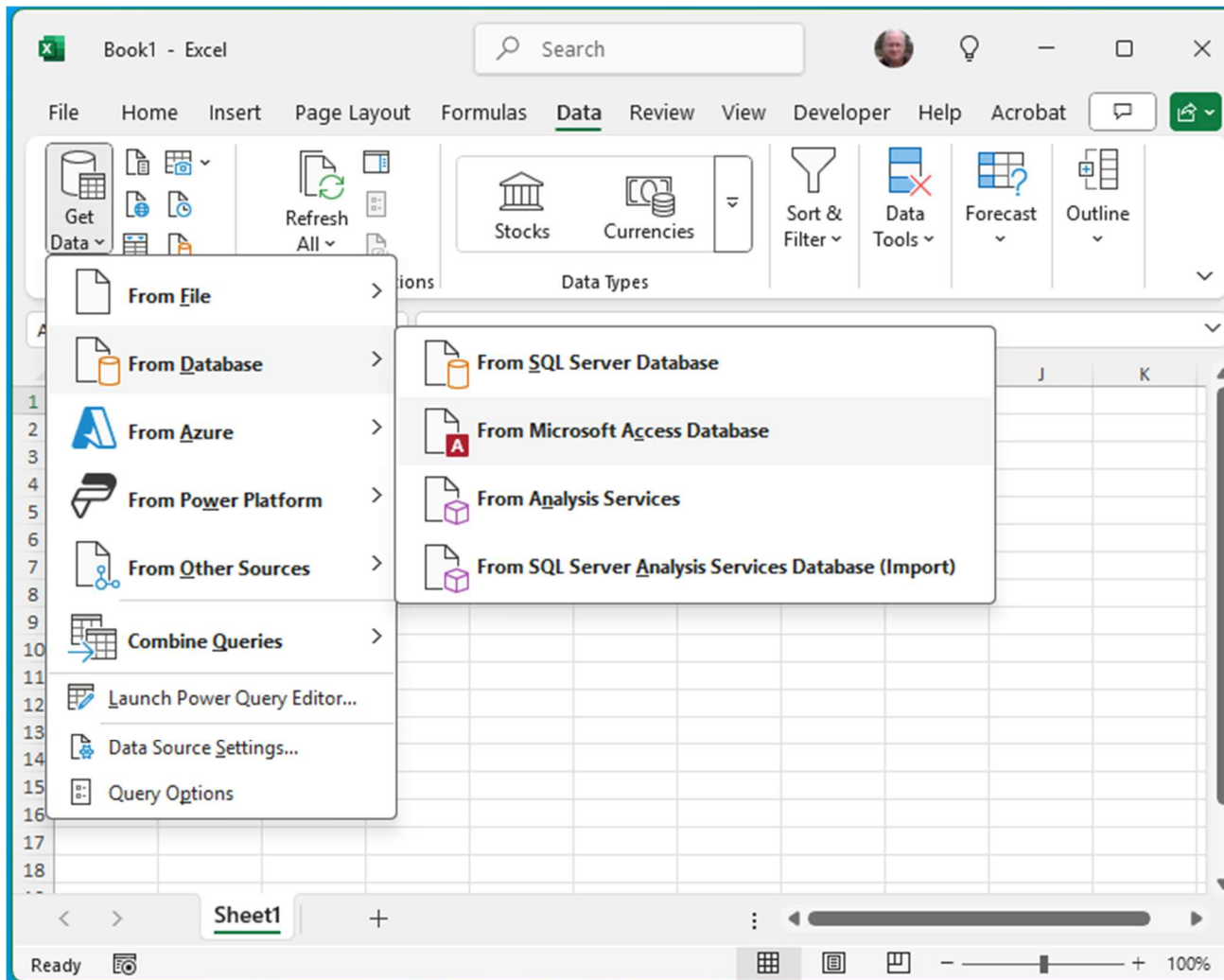
About Word
Learn more about Word, Support, Product ID, and Copyright information.
Version 2502 (Build 18526.20168 Click-to-Run)
Current Channel

What's New
See the most recently installed updates.



Microsoft Office apps are designed to work seamlessly together. An example would be using Access Database data in Excel.

Here is an example. In Excel menu item > Data > Get Data > From Database > From Microsoft Access Database



Book1 - Excel

Search

File Home Insert Page Layout Formulas **Data** Review View Developer Help Acrobat

Get Refresh Stocks Currencies Sort & Data Forecast Outline

Navigator

Select multiple items

Display Options

- Activities Unlimited Database Copy.accdb...
 - ROSTER**

No item selected for preview

Select Related Tables Load Transform Data Cancel

Sheet1

Ready 100%

Book1 - Excel

Search

File Home Insert Page Layout Formulas Data Review View Developer Help Acrobat **Table Design**

Table Name: ROSTER

Summarize with PivotTable
Remove Duplicates
Convert to Range

Resize Table
Properties

Insert Slicer

Export Refresh
External Table Data

Table Style Options

Quick Styles

Table Styles

A1

	A	B	C	D	E
1	MEMBER ID	Active	LastName	FirstName	Spouse
2	982	FALSE	Dalal	Sarosh	Catheri
3	983	TRUE	Feneran	Robert	Sally Ar
4	985	TRUE	Olejarz	Richard	Rose
5	986	FALSE	Angus	Jim	Sue
6	987	FALSE	Matchett	Mike	Janet
7	988	FALSE	Vander Eemj	William	Marcia
8	989	FALSE	Bard	Stewart	
9	990	TRUE	Weg	Stuart	Elaine
10	677	TRUE	Glick	Barry	Erika
11	678	TRUE	Voorhis	Grandon	Kathlee
12	679	TRUE	Altomare	Frank	Donna
13	680	TRUE	Conforti	John	Leslie
14	1055	TRUE	Vitenson	Jack	Lois
15	682	TRUE	David	Ted	Diane
16	827	FALSE	Bernstein	Peter	Karen
17	683	FALSE	Cruz	Abraham	
18	684	TRUE	Kondrat	Mike	Virginia

Queries & Connections

Queries | Connections

1 query

ROSTER
890 rows loaded.

Ready

100%

on an Apple MacBook Air how can I identify which Microsoft Office apps are installed

To identify which Microsoft Office apps are installed on your MacBook Air, follow these steps:

1. **Open Finder:** Click on the Finder icon in your Dock.
2. **Go to Applications:** In the Finder sidebar, select "Applications." This will display all the apps installed on your Mac.
3. **Look for Microsoft Office Apps:** Scroll through the list to find apps like Microsoft Word, Excel, PowerPoint, Outlook, or OneNote. They should appear here if installed.

If you want to check the version of a specific app:

1. Open the app (e.g., Microsoft Word).
2. Click on the app name in the top-left menu (e.g., "Word").
3. Select "About [App Name]" to view the version and license details.

Applications

Name	Date Modified	Size	Kind
App Store	Mar 21, 2024 at 2:13 AM	16.5 MB	Application
Automator	Mar 21, 2024 at 2:13 AM	4.8 MB	Application
Books	Mar 21, 2024 at 2:13 AM	115.2 MB	Application
Calculator	Mar 21, 2024 at 2:13 AM	3.9 MB	Application
Calendar	Mar 21, 2024 at 2:13 AM	13.3 MB	Application
Chess	Mar 21, 2024 at 2:13 AM	7.3 MB	Application
Clock	Mar 21, 2024 at 2:13 AM	7.8 MB	Application
Contacts	Mar 21, 2024 at 2:13 AM	14.1 MB	Application
Dictionary	Mar 21, 2024 at 2:13 AM	14.6 MB	Application
FaceTime	Mar 21, 2024 at 2:13 AM	15.1 MB	Application
Find My	Mar 21, 2024 at 2:13 AM	34.2 MB	Application
Font Book	Mar 21, 2024 at 2:13 AM	11.4 MB	Application
Freeform	Mar 21, 2024 at 2:13 AM	59.9 MB	Application
Google Chrome	May 10, 2024 at 12:48 PM	1.23 GB	Application
Home	Mar 21, 2024 at 2:13 AM	11.1 MB	Application
Image Capture	Mar 21, 2024 at 2:13 AM	3.1 MB	Application
iMovie	Feb 15, 2024 at 9:07 AM	4.05 GB	Application
IP Scanner	Feb 15, 2024 at 9:00 AM	30.8 MB	Application
Keynote	Feb 15, 2024 at 9:02 AM	726.8 MB	Application
Launchpad	Mar 21, 2024 at 2:13 AM	677 KB	Application
Mail	Mar 21, 2024 at 2:13 AM	27.4 MB	Application
Maps	Mar 21, 2024 at 2:13 AM	71.3 MB	Application
Messages	Mar 21, 2024 at 2:13 AM	5.5 MB	Application
Microsoft Defender	Oct 16, 2024 at 1:49 PM	7.7 MB	Application
Microsoft Edge	Oct 24, 2024 at 4:50 AM	1.76 GB	Application
Microsoft Excel	Nov 23, 2024 at 9:48 PM	2.17 GB	Application
Microsoft OneNote	Nov 23, 2024 at 4:10 PM	1.22 GB	Application
Microsoft Outlook	Dec 10, 2024 at 11:38 AM	2.51 GB	Application
Microsoft PowerPoint	Dec 10, 2024 at 9:35 AM	1.88 GB	Application
Microsoft Teams classic	Oct 30, 2023 at 7:28 AM	491.5 MB	Application
Microsoft Word	Dec 10, 2024 at 2:08 PM	2.41 GB	Application
Preview	Mar 21, 2024 at 2:13 AM	9.6 MB	Application

