

## Installing Office XP

1. Insert Microsoft Office XP Disk 1
2. Click on the Microsoft Office setup icon
3. User name: TrenholmTech; Organization: College
4. Enter Product Key
5. Choose Complete Install
6. Install to C:\Program Files\Microsoft Office (which is the default directory)
7. Click Next
8. Click Install
9. Click OK
10. Insert Microsoft Office XP Pro Disk 2
11. Accept License Agreement
12. Click Next
13. Choose Complete install
14. Click Install
15. Click OK