

East Allen County Schools is pleased to announce that faculty and staff members are now eligible to purchase a copy of Microsoft Office 2016 for use on your personal computer or laptop at the deeply discounted price of \$9.95. The suite includes Word, Excel, PowerPoint, Access, Publisher, OneNote, Outlook, and InfoPath. Details of the Microsoft Home Use program are shown below. A purchased copy is licensed for a single personal device

THIS IS FOR HOME USE ONLY. THE EAST ALLEN TECHNOLOGY DEPARTMENT WILL BE INSTALLING OFFICE ON ALL EAST ALLEN OWNED COMPUTERS.

If you would like to learn at your own convenience or pace, there are excellent online free training videos for Office at:

<http://office.microsoft.com/en-us/support/training-FX101782702.aspx?CTT=97>.

***Microsoft Home Use Program Now Available**

You are now eligible to participate in Microsoft's Software Assurance Home Use Program (HUP). This program enables you to get a licensed copy of most Microsoft® Office desktop PC applications to install and use on your home computer.

Under the Home Use Program, you and our other employees who are users of qualifying applications at work (e.g. Office Enterprise) may acquire a licensed copy of the corresponding Home Use Program software (e.g. Office Enterprise) to install and use on a home computer. You may continue using HUP software while you are under our employment and as long as the corresponding software you use at work has active Software Assurance coverage.

Please note that some product and language versions may not be available at the time you place an order. For up-to-date information on the availability of Home Use Program software, please visit <http://microsoft.com/licensing>.

To access the Microsoft Home Use Program Web site:

1. Go to <http://hup.microsoft.com/>.
2. Select the country to which you want your order to be shipped to and choose the language for viewing the order Web site.
3. Enter your corporate e-mail address and insert the following program code
F87206FC6A.

Note: This program code is assigned to our organization for our sole use in accessing this site. You may not share this number with anyone outside our organization.

4. Place your order online, and it will be shipped to the location you have chosen. Please note that a fulfillment fee will be charged to cover packaging, shipping, and handling costs.

We trust you will enjoy this benefit and look forward to your participation.

Sincerely yours,

EACS Technology Department

Windows System Requirements:

Computer and processor	1 gigahertz (GHz) or faster x86- or x64-bit processor with SSE2 instruction set
Memory	2 gigabytes (GB) RAM
Hard disk	3.0 gigabytes (GB) available
Drive	CD-ROM or DVD drive (if using Backup Copy install)
Display	Graphics hardware acceleration requires a DirectX10 graphics card and a 1024 x 768 or higher resolution monitor
Graphics	Graphics hardware acceleration requires a DirectX 10 graphics card.
Operating system	Office 2016 products are only supported on the following Windows operating systems: <ul style="list-style-type: none">• Windows 7 Service Pack 1• Windows 8• Windows 8.1• Windows 10• Windows Server 2008 R2 (64-bit)*• Windows Server 2012 (64-bit)** <p>*For the best experience, use the latest version of any operating system.</p>
Browser	The current version of Internet Explorer, Microsoft Edge, Safari, Chrome, or Firefox
.NET Version	.NET 3.5 required. Some features may require .NET 4.0, 4.5, or 4.6 CLR to also be installed

Mac System Requirements:

Computer and processor	A Mac computer with an Intel processor
Memory	4 GB of RAM
Hard disk	6 GB of available hard disk space
Drive	CD-ROM or DVD drive (if backup copy)
Display	1280 x 800 or higher resolution monitor
Operating system	Mac OS X version 10.10 or later.