

If you are working on an SU-owned Windows computer, you can install Office 2013 yourself using the Application Catalog.

BEFORE YOU BEGIN

Before you begin the installation of Office 2013, please make note of the following to prepare your installation:

- Make sure to allocate adequate time to allow for the install to complete, as the installation process cannot be stopped or interrupted once it begins.
- The Application Catalog (the website used for SU software installs) requires Internet Explorer. If you use another web browser as a default, like Firefox or Chrome, you will need to use Internet Explorer for this install.
- If you are using any specialty add-ons, plugins, or other third party software that works with Office 2013, please contact IT before installing. This includes products such as [Calendar Printing Assistant](https://www.microsoft.com/en-us/download/details.aspx?id=16645) (<https://www.microsoft.com/en-us/download/details.aspx?id=16645>).
- You may need to re-add shared mailboxes, contacts and calendars to Outlook after upgrading. See http://www.salisbury.edu/helpdesk/doc/Email_Outlook_Exchange/Outlook_FacultyStaff/OutlookAddMailbox.pdf for instructions.
- For those who have a significant number of emails, Outlook may take a while to load the first time you open it after upgrading.

INSTALLING OFFICE 2013

- Open Internet Explorer and go to <http://pcsoftware.salisbury.edu>.
Note that Application Catalog uses Internet Explorer. If you use another browser primarily, you will need to use Internet Explorer for this install.
- Scroll through the list of available software and choose **Microsoft Office 2013**.



Application Catalog My Application Requests My Devices

Welcome, SALISBURY\SCASHBY

Search Application Catalog

BROWSE BY
Category Publisher

All
Academic Software
Audio Software
Browser Plugins
Campus Scripts
Communication Software
Compression Software
Desktop Security

Showing 21 - 40 of 61 results

NAME	VERSION	PUBLISHER	CATEGORY	REQUIRES APPROVAL
Microsoft Office 2010	14.0.6029	Microsoft	Document Software	No
Microsoft Office 2013	15.0.4420	Microsoft	Document Software	No
Microsoft Office Communicator 2007 R2	3.5.6907	Microsoft	Communication Software, E-mail...	No
Microsoft Office Project Professional 2010		Microsoft	Document Software	Yes

Microsoft Microsoft Office 2013
Microsoft Office 2013 (also called Office 2013 and Office 15) is a version of the Microsoft Office productivity suite for Microsoft Windows, and the successor to Microsoft Office 2010. Office 2013 includes extended file format support, user interface updates, and a changed user experience

INSTALL

More Details


Salisbury University First Prev 1 2 3 Next Last

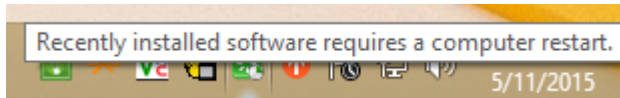
Microsoft System Center 2012 R2 Configuration Manager

- Depending on how much software is available to you, Microsoft Office may be on the second page. If so, click **Next** at the bottom to jump to the next page in the Catalog.

- You can also click on the Document Software category to narrow your view.
- Click the **Install** button to begin the install.
- Click **Yes** to the confirmation window. Note that this installation will require a restart.
- The install will begin. You may be prompted to close open programs. If so, click **Close Programs**.
- A window will appear showing the progress of the installation, as well as an icon and bubble in the system tray. You may notice some Office screens appearing as well.



- When it is finished, a green icon  will appear in your system tray that says “Recently installed software requires a computer restart.”



- Click the icon and choose **Restart Now**, or manually restart your computer to complete the installation.