

What Version of Office do I Have?

1. Open any Office program such as Word, Excel, or Powerpoint.
2. Click the file tab
3. Choose Account
4. See your product information on the right

The screenshot shows the 'Account' page in a Microsoft Office application. The left sidebar has the 'Account' tab selected. The main content area displays the following information:

- Account:** Lisa McCalpin, Imccalpin@live.com. Links for [Sign out](#) and [Switch account](#).
- Account Privacy:** Manage Settings
- Office Background:** Underwater
- Office Theme:** Colorful
- Connected Services:** OneDrive - Personal (Imccalpin@live.com). Add a service button.
- Product Information:** Microsoft logo, Subscription Product: Microsoft 365. Belongs to: Imccalpin@live.com. This product contains icons for Word, Excel, PowerPoint, Outlook, OneNote, and Access. Buttons for [Manage Account](#) and [Change License](#).
- Office Updates:** Updates are automatically downloaded and installed. Options button.
- Office Insider:** Join the Office Insider program and get early access to new releases of Office. Office Insider button.
- About PowerPoint:** Learn more about PowerPoint, Support, Product ID, and Copyright information. Version 2107 (Build 14228.20204 Click-to-Run) Current Channel. About PowerPoint button.
- What's New:** See the most recently installed updates. What's New button.

The Windows taskbar at the bottom shows the search bar, task view, and various application icons. The system tray on the right shows the temperature (70°F), network, and time (8:13 AM 8/5/2021).

What Version of Office do I Need?

Microsoft 365

- Annual or monthly, Personal or Family subscription options
- Word, Excel, PowerPoint, Access OneNote, Outlook, Publisher
- 1 TB OneDrive storage/person
- Works on Windows, macOS, iOS, Android

Office Home & Student 2019

- One-time purchase
- Use on one PC/Mac
- Word, Excel, PowerPoint

Office 365 Business	Office 365 Business Premium
<p>Office Applications</p>  <p>Services</p> 	<p>Office Applications</p>  <p>Services</p> 