

How to Install and Activate Microsoft Office Professional Plus 2021 (Phone Activation)

This guide is specifically for users who need to activate their Office 2021 license using the Microsoft phone system, which is often required for certain retail keys to ensure proper validation.

1. REMOVE OLD OFFICE SOFTWARE

Before installing Office 2021, you must clean your system of any previous Office versions:

- Check for existing applications like Office 365, 2019, or 2016.
- Use the **Windows Start menu > Settings > Apps** to uninstall them.
- Restart your computer to ensure all background processes from previous versions are terminated.

2. DOWNLOAD AND INSTALL

1. **Direct Download:** Use the official Microsoft CDN link provided by Microespaña to download the installation image: [Download Office 2021 Professional Plus \(Spanish\)](#)
2. **Run Setup:** Open the downloaded `.img` file and run the setup application.
3. **Initial Check:** Open Word and go to **File > Account**. If it says "Product Activated," you are done. If not, proceed to Step 3.

3. PHONE ACTIVATION METHOD

If the online activation fails or isn't the preferred method for your key:

1. Open **Word** and navigate to **File > Account > Activate Product**.
2. Select the option: **"I want to activate the software by telephone"** and click **Next**.
3. **Step 1:** Select your country/region from the dropdown menu to see the correct phone number.
4. **Step 2:** You will see an **Installation ID** (a series of 6 or 7-digit groups).
5. **Call Microsoft:** Call the provided number and follow the automated prompts. You will be asked to enter your Installation ID via your phone's keypad.
6. **Step 3:** The automated system will provide a **Confirmation ID**. Type these numbers into the boxes (A through H) in the Office activation wizard.

7. Click **Next** and then **Finish**. Your Office 2021 is now permanently activated.

4. GENERAL TIPS

- **Internet Connection:** While this is a phone activation, a stable connection is still recommended during the initial setup phase.
- **Licensing:** This license is typically for 1 PC and is a permanent (non-subscription) license.

SOURCE INFORMATION

Title: Microsoft Office Professional Plus 2021 Activar Por Telefono – Microespaña

URL: <https://microespana.com/como-instalar-microsoft-office-professional-plus-2021/>