

How to install Office LTSC Standard for Mac 2021 on university-owned PC

Creation date : 2021-12-21

1 Check system requirements

Go to the following page and make sure that the university-owned PC on which you want to install Office LTSC Standard for Mac 2021 meets system requirements.

Overview of Office for Mac (for admins and IT Pros)

<https://docs.microsoft.com/en-us/deployoffice/mac/overview>

2 Decide who to be PC Administrator

<Reference>

PC Administrator

http://www.officesoft.gsic.titech.ac.jp/pdf/PC_Administrator_en.pdf

3 Obtain a Passcode

PC Administrator who was decided at “2 Decide who to be PC Administrator” obtains a Passcode.

パスコードの取得について / For information about obtaining the Passcode

<http://www.officesoft.gsic.titech.ac.jp/pdf/passcode.pdf>

If person who will follow the following steps is not PC Administrator who was decided at “2 Decide who to be PC Administrator”, PC Administrator turn over the information of PC Administrator’s mail address of The Tokyo Tech Mail System and the Passcode to person who will follow the following steps.

4 Download TTInstaller for macOS

Go to the following page and download TTInstaller for macOS.

TTInstaller(macOS 版) をダウンロードする方法 / How to download TTInstaller for macOS

http://www.officesoft.gsic.titech.ac.jp/pdf/How_to_download_TTInstaller_for_macOS.pdf

5 Install Office LTSC Standard for Mac 2021

5.1

Follow steps in the following page.

How to execute TTInstaller for macOS (Common steps)

http://www.officesoft.gsic.titech.ac.jp/pdf/How_to_execute_TTInstaller_for_macOS_common_steps_en.pdf

5.2

Check [For University], and click [Next].

InstallType : ☒ For University ☐ For Personal

2021/12/21 19:40:36 : INFO : Network Connect : OK : Direct
2021/12/21 19:40:45 : INFO : Language : English
2021/12/21 19:40:45 : INFO : Connect IP : [redacted]
2021/12/21 19:40:58 : INFO : AuthenticationCheck : OK : ID=[redacted]

Back Next Exit

5.3

Type the mail address of The Tokyo Tech Mail System of PC Administrator who was decided at “2 Decide who to be PC Administrator” and the Passcodeⁱ which was obtained at “3 Obtain a Passcode”, and click [Next].

PC Administrator's mail address [redacted]@m.titech.ac.jp

Passcode [redacted]

2021/12/21 19:40:36 : INFO : Network Connect : OK : Direct
2021/12/21 19:40:45 : INFO : Language : English
2021/12/21 19:40:45 : INFO : Connect IP : [redacted]
2021/12/21 19:40:58 : INFO : AuthenticationCheck : OK : ID=[redacted]
2021/12/21 19:41:02 : INFO : InstallType : For University

Back Next Exit

ⁱ If the Passcode which was obtained at “3 Obtain a Passcode” is invalid, follow the operation “3 Obtain a Passcode” again and type it.

5.4

Check the row the Explain column of which is “Microsoft Office LTSC for Mac Standard 2021 (MultiLanguage)”, and click [Next].

Check	OSName	Language	Explain	FileSize
<input type="checkbox"/>	Mac OS X		Microsoft Office 2019 for Mac : Activation Tool	3MB
<input type="checkbox"/>	Mac OS X		Microsoft Office 2019 for Mac Standard (MultiLanguage)	1.65GB
<input type="checkbox"/>	Mac OS X		Adobe Creative Cloud ENT : Shared Device License : CC2021 : Intel Mac	694MB
<input type="checkbox"/>	Mac OS X		Adobe Creative Cloud ENT : Shared Device License : CC2021 : Apple Silicon	454MB
<input type="checkbox"/>	Mac OS X		Sophos Anti-Virus Software : University-owned PC	3MB
<input type="checkbox"/>	Mac OS X		Sophos Anti-Virus Software : Individually-owned PC : 2021	3MB
<input type="checkbox"/>	Mac OS X		Microsoft Office LTSC for Mac 2021 : Activation Tool	10MB
<input checked="" type="checkbox"/>	Mac OS X		Microsoft Office LTSC for Mac Standard 2021 (MultiLanguage)	1.85GB

☐ For Client : Common
 ☐ For Client : Japanese
 ☐ For Client : English

```

2021/12/21 19:40:45 : INFO : Language : English
2021/12/21 19:40:45 : INFO : Connect IP : 
2021/12/21 19:40:58 : INFO : AuthenticationCheck : OK : ID=
2021/12/21 19:41:02 : INFO : InstallType : For University
2021/12/21 19:41:15 : INFO : PasscodeCheck : OK : ID=
2021/12/21 19:41:15 : INFO : Same Person Flag :
  
```

Back Next Exit

5.5

Click [Next].

Notes for installing the software (Microsoft Office 2019 for Mac Standard)

1. There is a possibility of unstable operation when the previous version Office still remains in your PC even after installing the new one.
2. If you wish to use Microsoft Office products without logging in with Office 365 account, run this installation of "Microsoft Office 2019 for Mac :Activation Tool" after installing Microsoft Office 2019.

Tokyo Tech Software License Team
 ca-query@gsic.titech.ac.jp
<http://www.officesoft.gsic.titech.ac.jp>

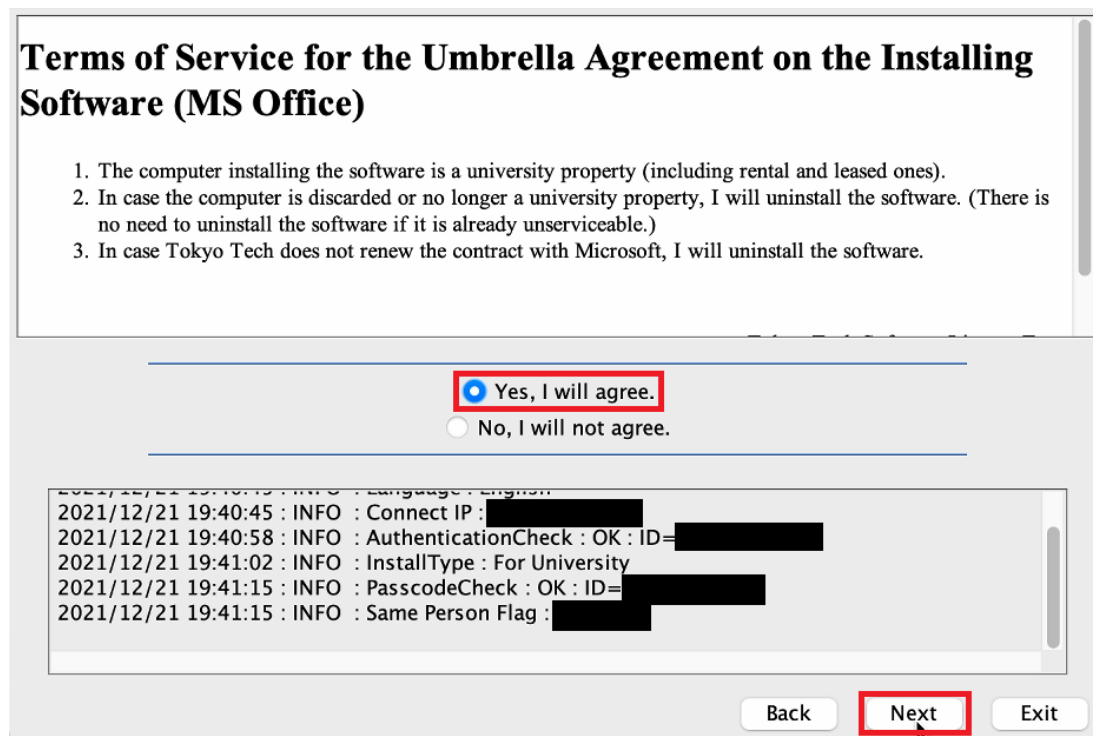
```

2021/12/21 19:40:45 : INFO : Language : English
2021/12/21 19:40:45 : INFO : Connect IP : 
2021/12/21 19:40:58 : INFO : AuthenticationCheck : OK : ID=
2021/12/21 19:41:02 : INFO : InstallType : For University
2021/12/21 19:41:15 : INFO : PasscodeCheck : OK : ID=
2021/12/21 19:41:15 : INFO : Same Person Flag :
  
```

Back Next Exit

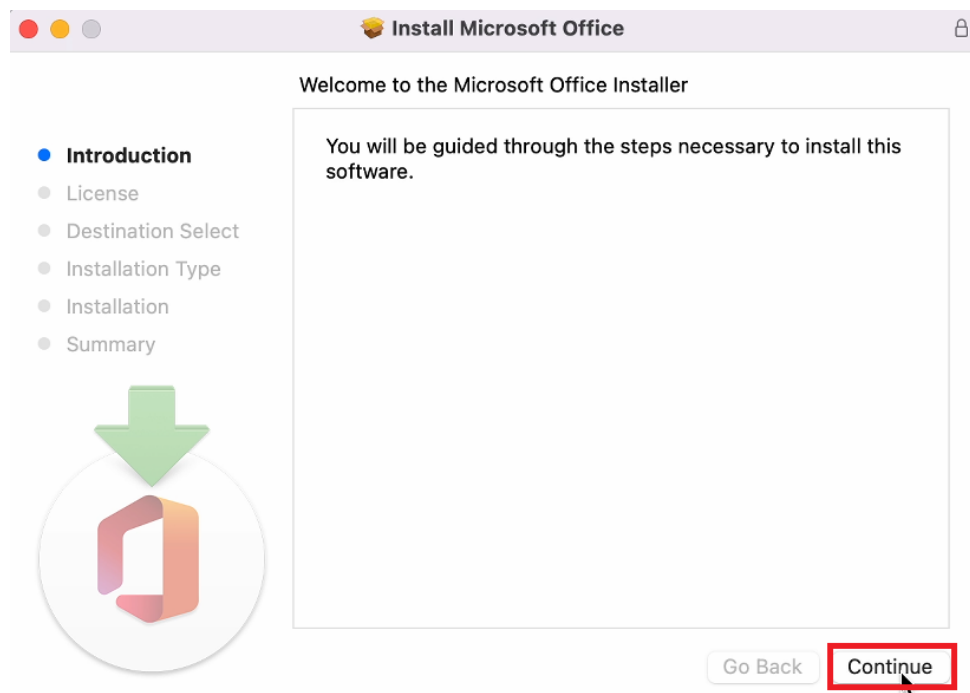
5.6

Check [Yes, I will agree.], and click [Next].



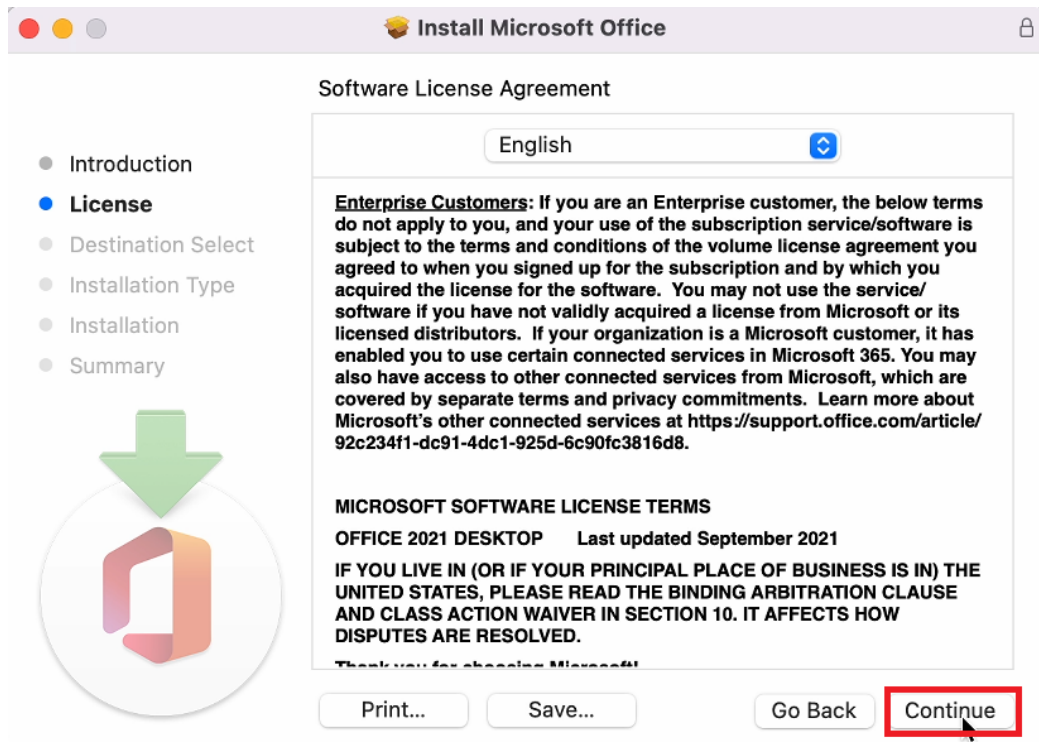
5.7

Click [Continue].



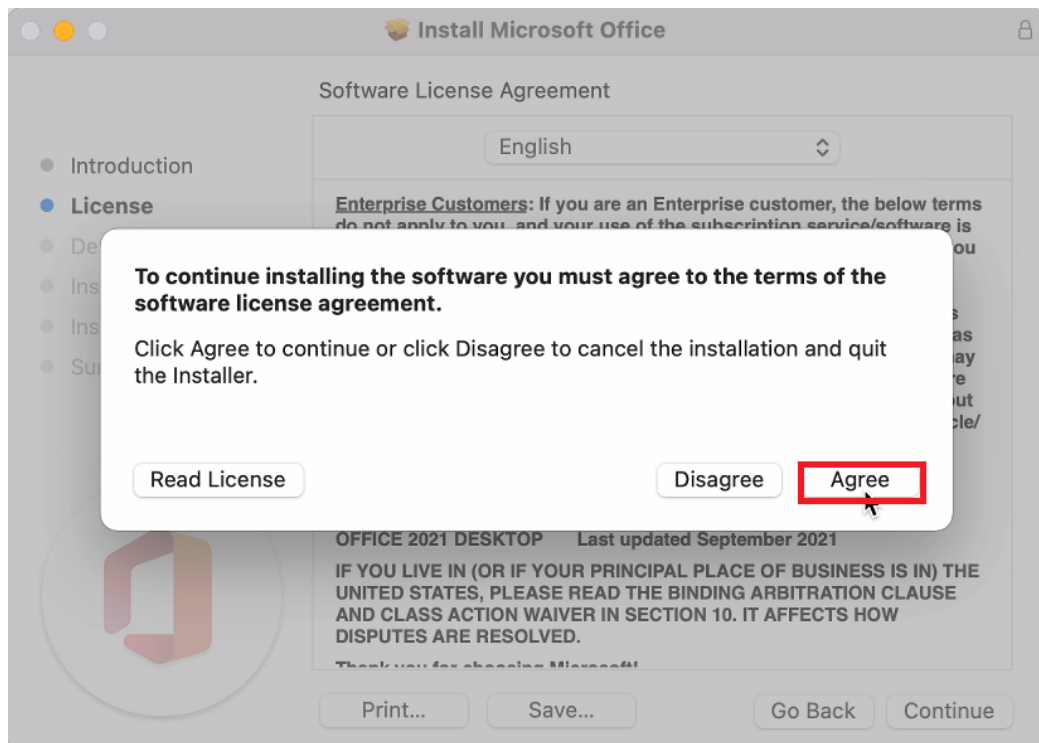
5.8

Click [Continue].



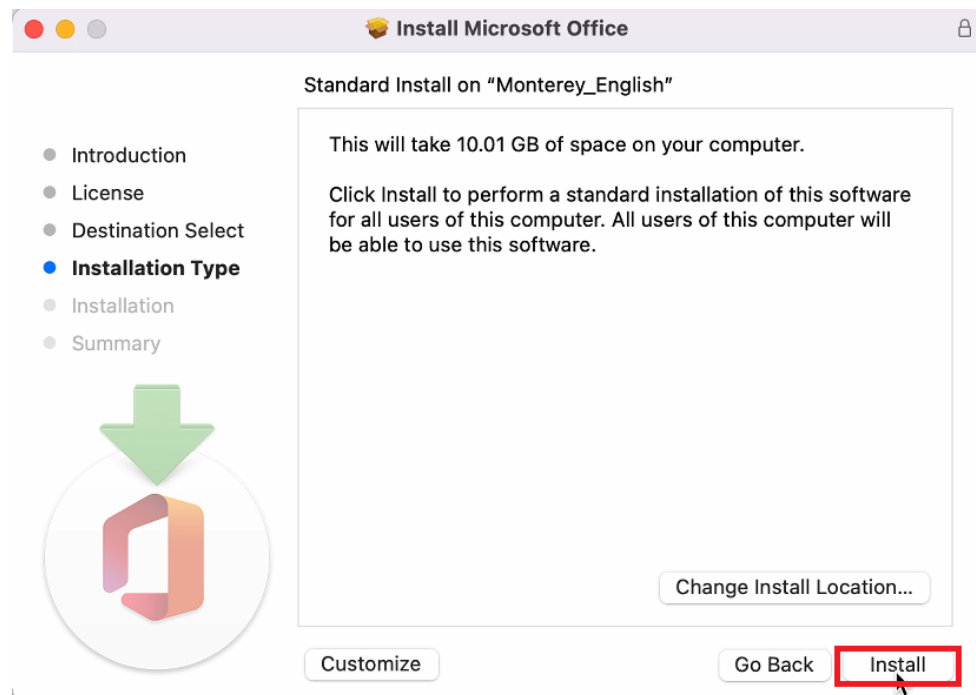
5.9

Click [Agree].



5.10

Click [Install].



5.11

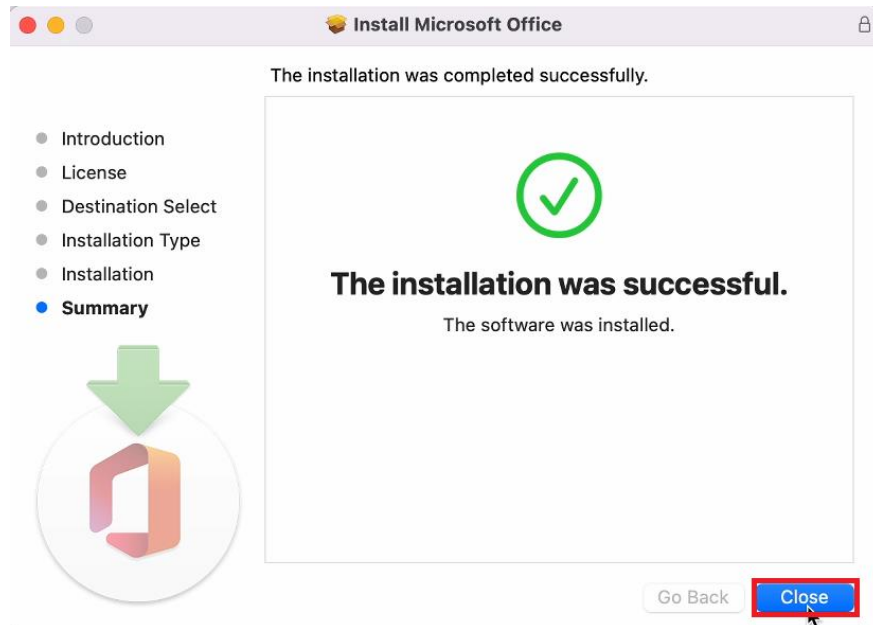
If you receive the message: *Installer is trying to install new software.*, type administratorⁱⁱ name and password, and click [Install Software].



ⁱⁱ administrator <https://support.apple.com/guide/mac-help/aside/glosceddf7f3c>

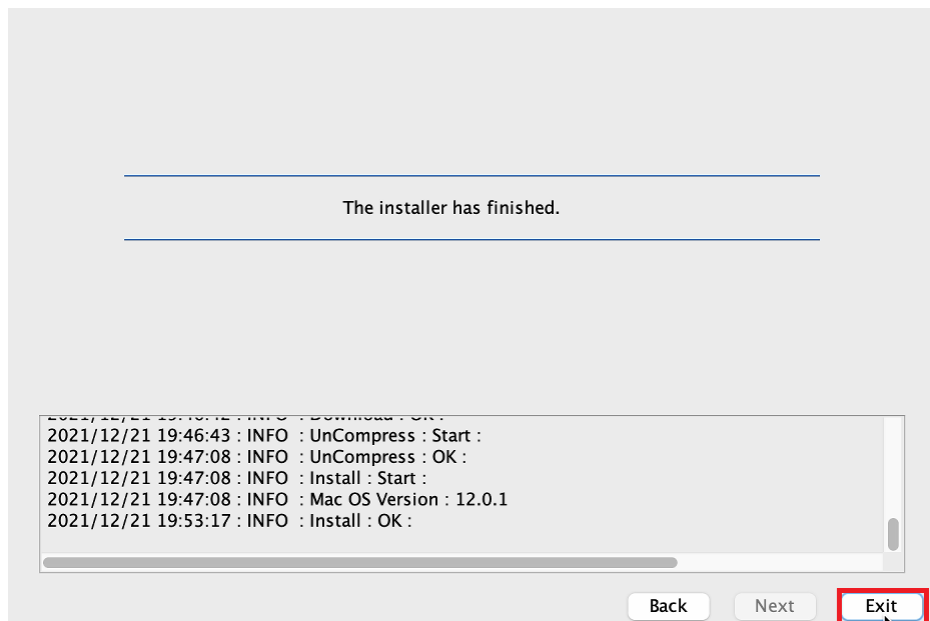
5.12

Click [Close].



5.13

Click [Exit].



6 Execute Microsoft Office LTSC for Mac 2021 : Activation Tool

6.1

Follow steps in the following page.

How to execute TTInstaller for macOS (Common steps)

<http://www.officesoft.gsic.titech.ac.jp/pdf/How to execute TTInstaller for macOS common steps en.pdf>

6.2

Check [For University], and click [Next].

InstallType :

☒ For University

☐ For Personal

2021/12/21 19:54:18 : INFO : Network Connect : OK : Direct
2021/12/21 19:54:25 : INFO : Language : English
2021/12/21 19:54:25 : INFO : Connect IP : [redacted]
2021/12/21 19:54:38 : INFO : AuthenticationCheck : OK : ID=[redacted]

Back Next Exit

6.3

Type the mail address of The Tokyo Tech Mail System of PC Administrator who was decided at “2 Decide who to be PC Administrator” and the Passcodeⁱⁱⁱ which was obtained at “3 Obtain a Passcode”, and click [Next].

PC Administrator's mail address [redacted]@m.titech.ac.jp

Passcode [redacted]

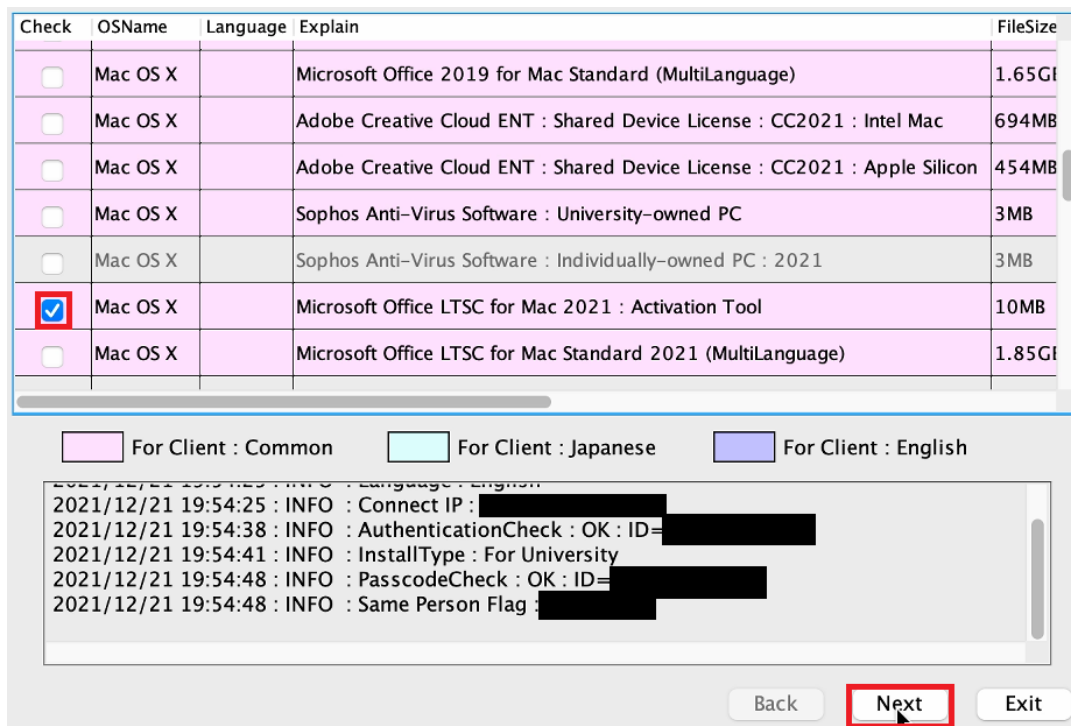
2021/12/21 19:54:18 : INFO : Network Connect : OK : Direct
2021/12/21 19:54:25 : INFO : Language : English
2021/12/21 19:54:25 : INFO : Connect IP : [redacted]
2021/12/21 19:54:38 : INFO : AuthenticationCheck : OK : ID=[redacted]
2021/12/21 19:54:41 : INFO : InstallType : For University

Back Next Exit

ⁱⁱⁱ If the Passcode which was obtained at “3 Obtain a Passcode” is invalid, follow the operation “3 Obtain a Passcode” again and type it.

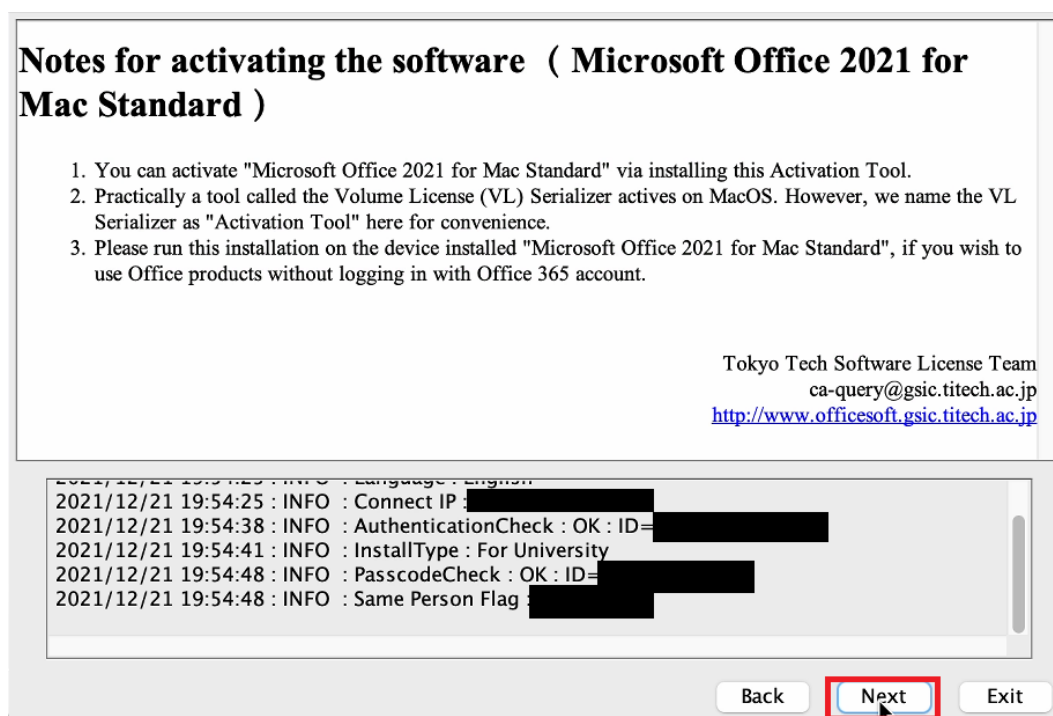
6.4

Check the row the Explain column of which is “Microsoft Office LTSC for Mac 2021 : Activation Tool”, and click [Next].



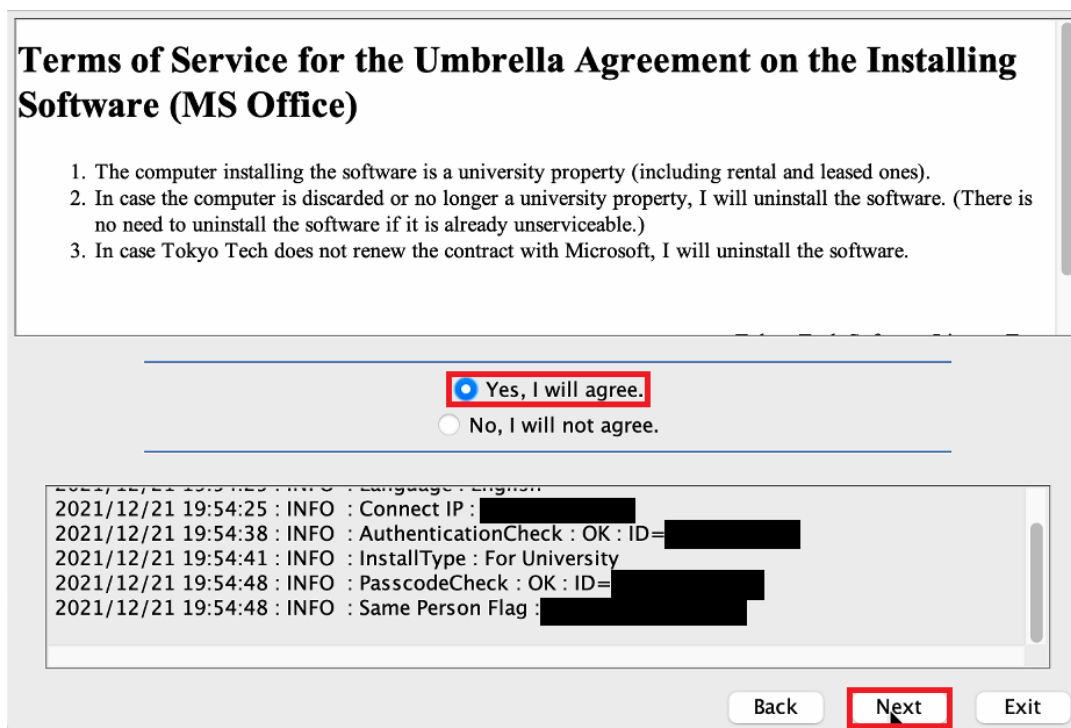
6.5

Click [Next].



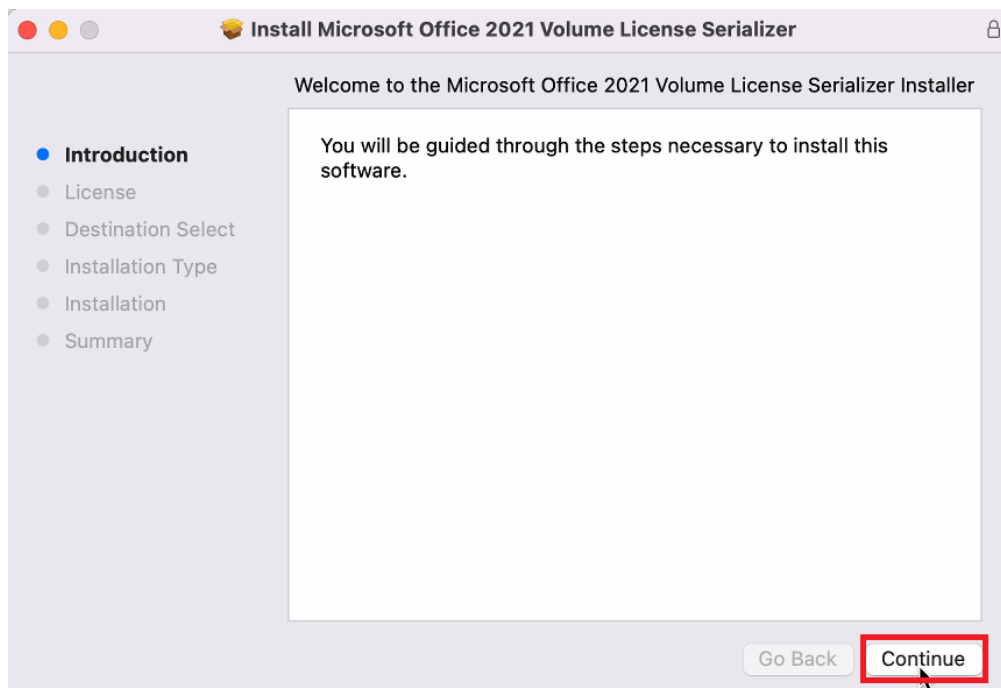
6.6

Check [Yes, I will agree.], and click [Next].



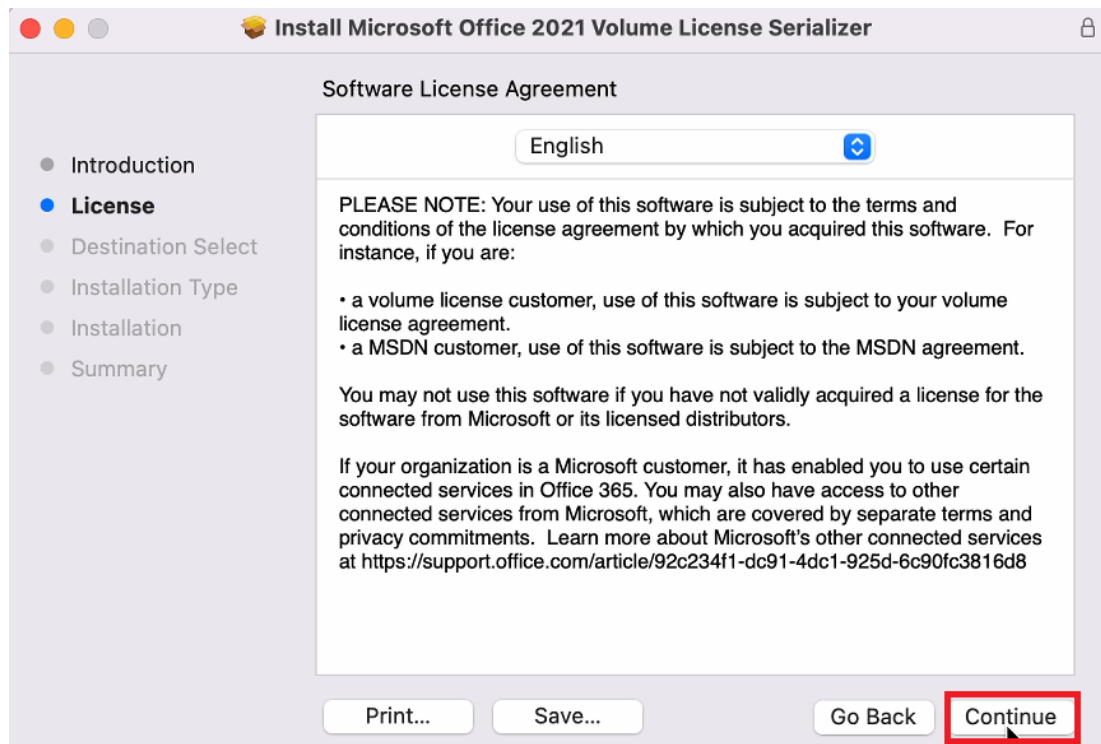
6.7

Click [Continue].



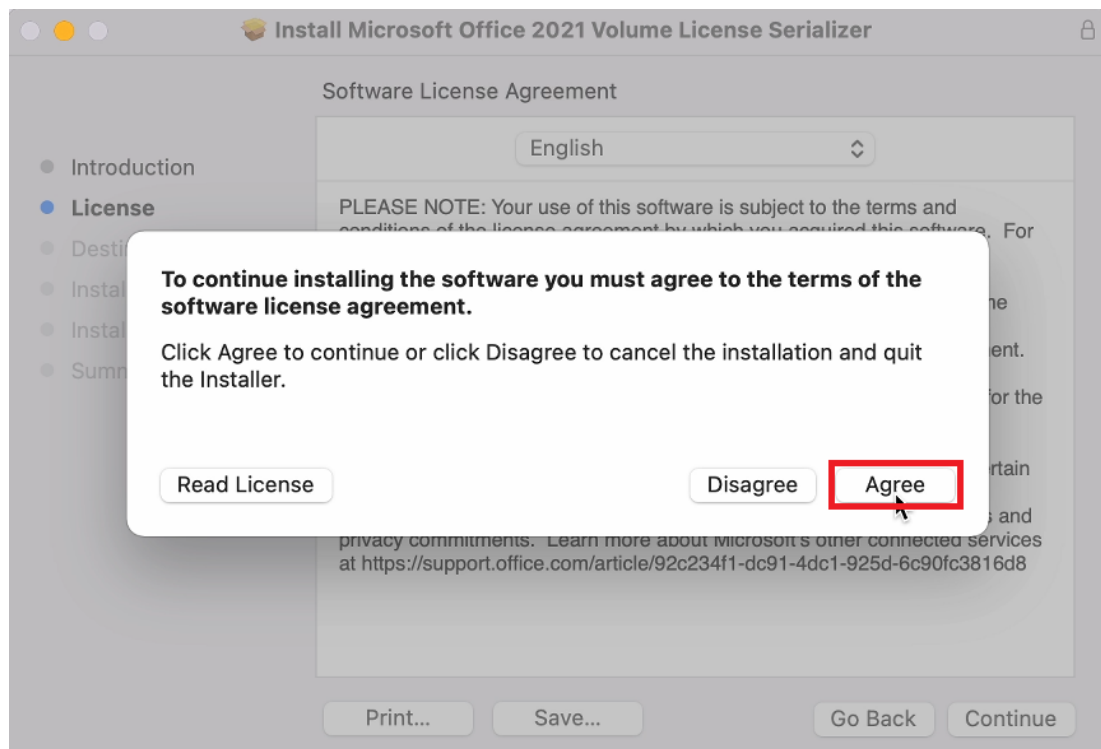
6.8

Click [Continue].



6.9

Click [Agree].



6.10

Click [Install].



6.11

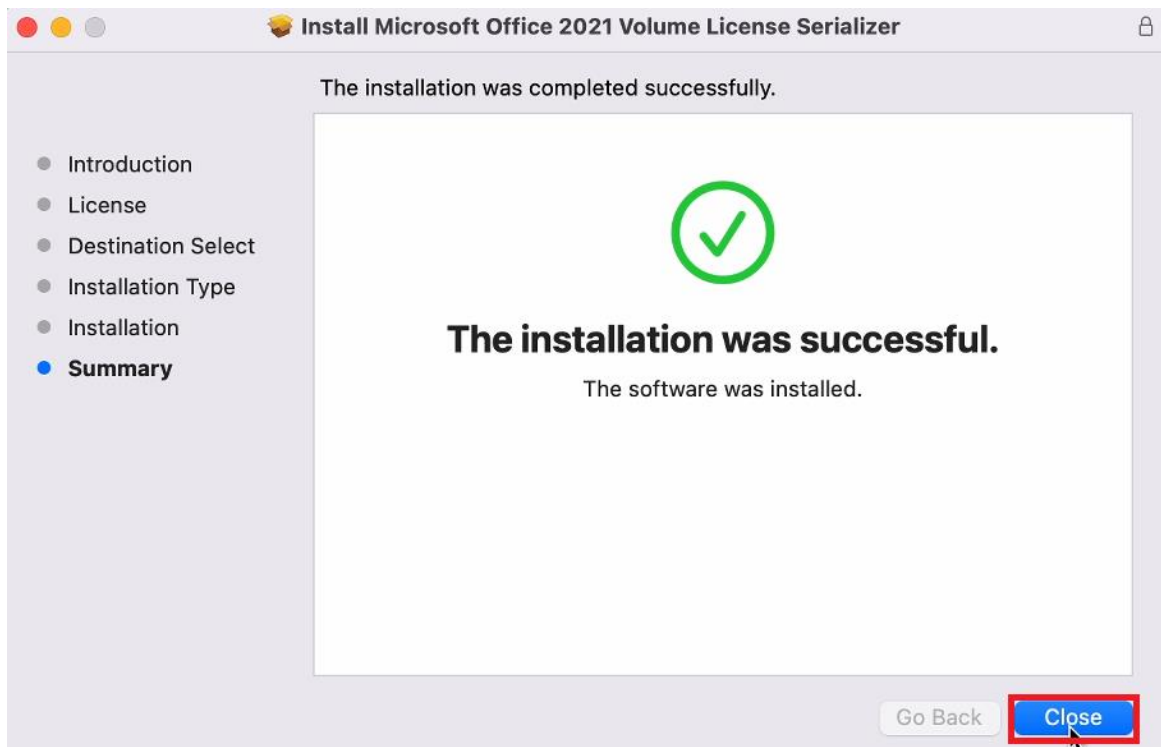
If you receive the message: *Installer is trying to install new software.*, type administrator^{iv} name and password, and click [Install Software].



^{iv} administrator <https://support.apple.com/guide/mac-help/aside/glosceddf7f3c>

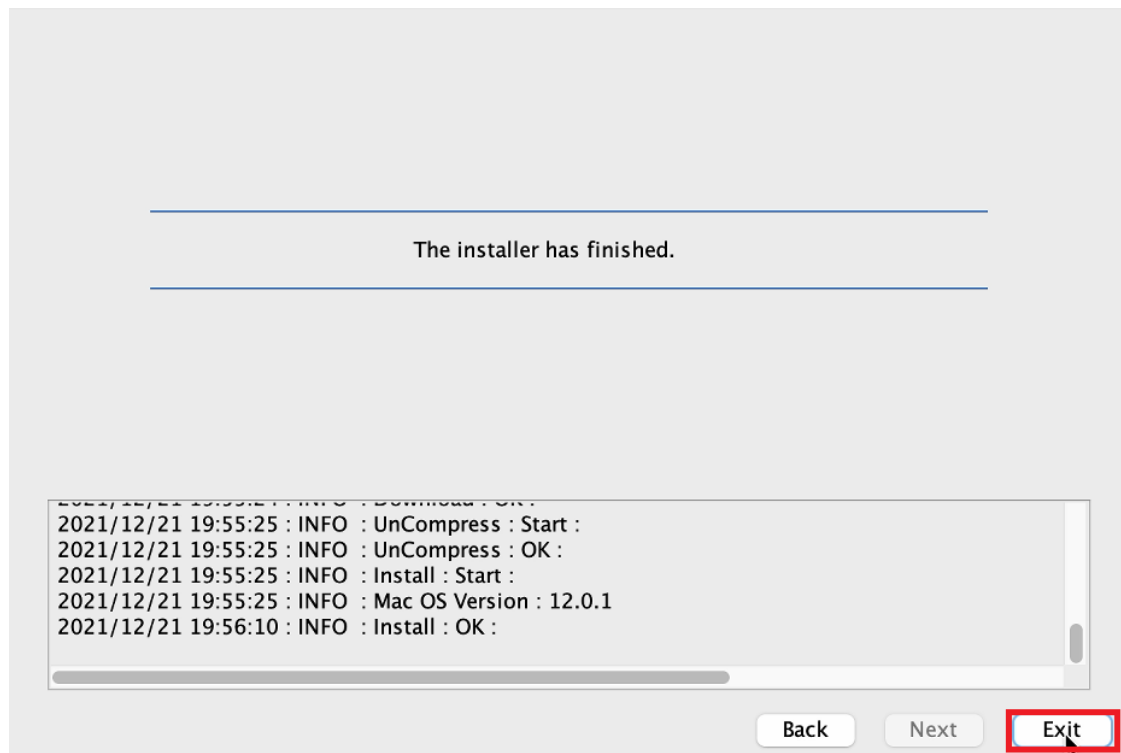
6.12

Click [Close].



6.13

Click [Exit].



6.14

Delete the TTInstaller which was downloaded at “4 Download TTInstaller for mac OS”.