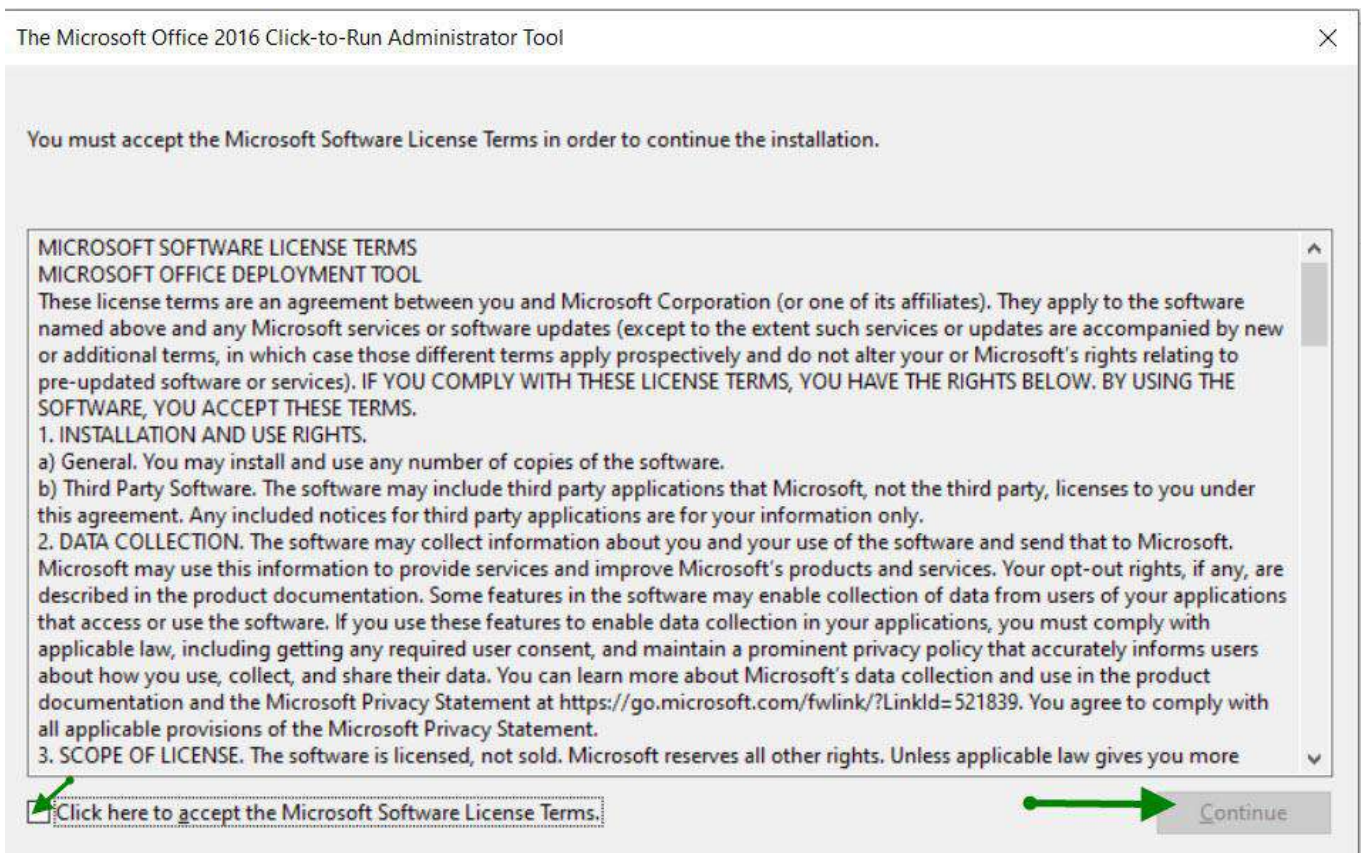


Office Professional Plus 2019 Preperation

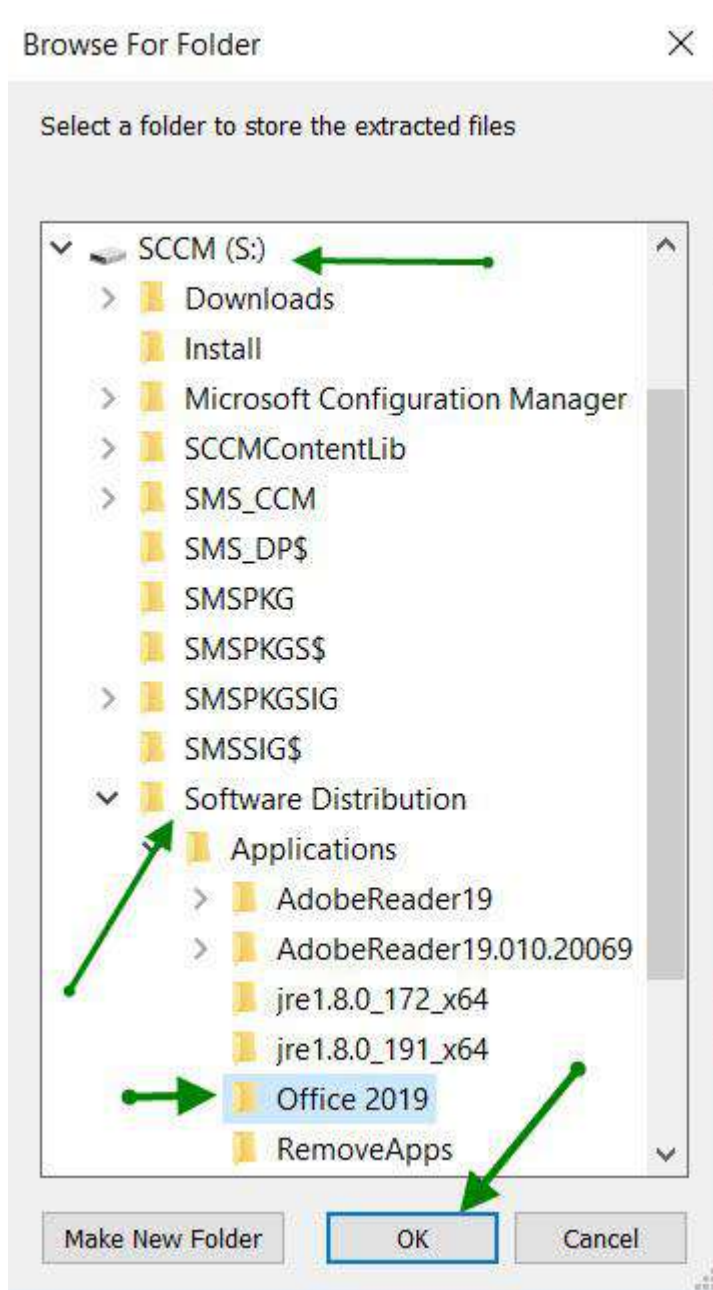
SCCM Installation

1. Obtain the latest "Office Deployment Tools" files from Microsoft's Download Center.
<https://www.microsoft.com/en-us/download/details.aspx?id=49117>
2. After downloading the deployment tool, run the executable. The Office "Click-to-Run" Administrator Tool will open. Click in the check box at the bottom right to accept Microsoft's Software license Terms and then choose "Continue."

NOTE: The Microsoft Office Click-to-Run Administration tool may state (Office 2016) or (Office 2019) at the top of the initial screen. This is fine. The Administrator Tool is simply going to extract files that are needed to configure the Office 2019 installation. These are not the actual "Installation" files.



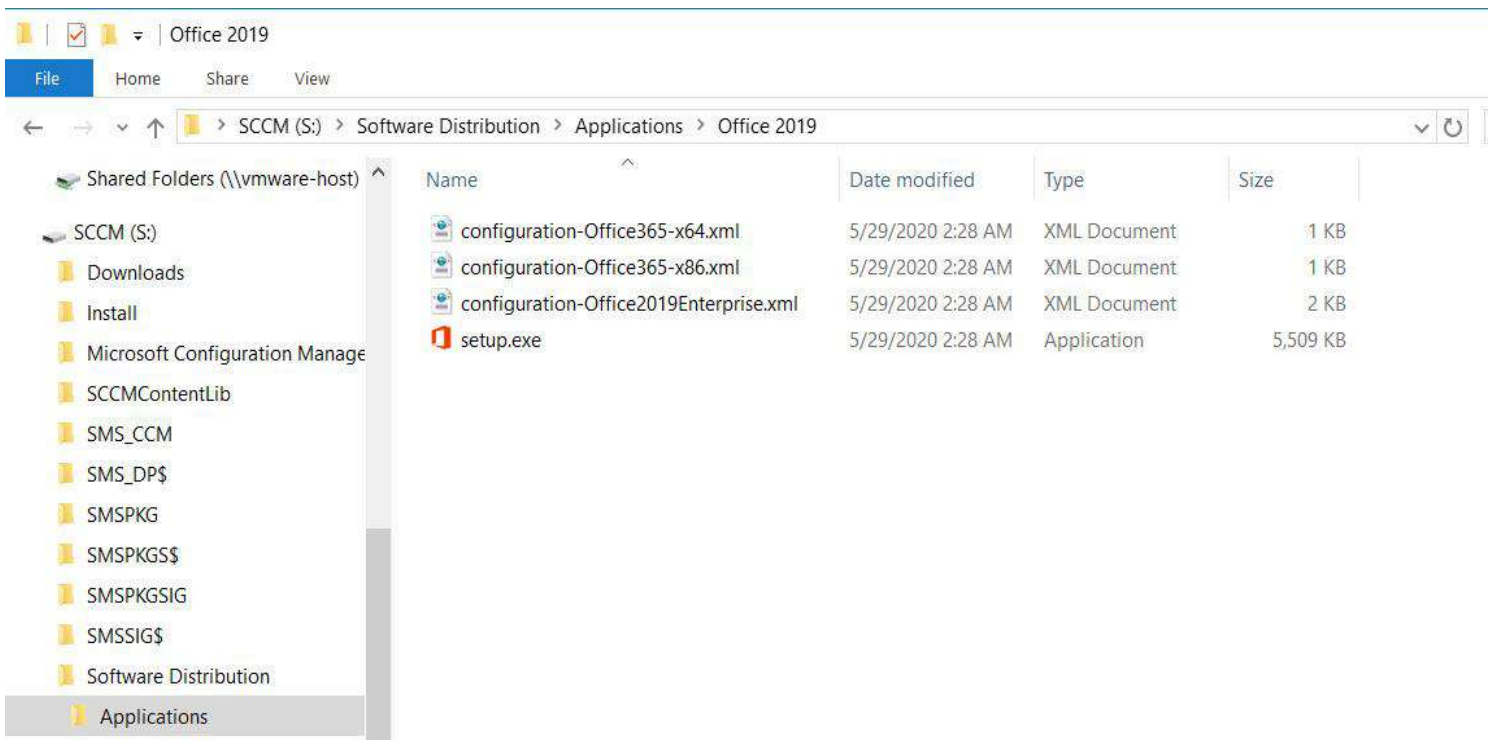
3. Select a folder to extract the contents of the Office Deployment tool. Create a folder inside of the “Software Distribution” share and name the directory Office 2019. Highlight this newly created folder and click “OK” to extract the files into it.



The installer does not give the option to extract to a network location.

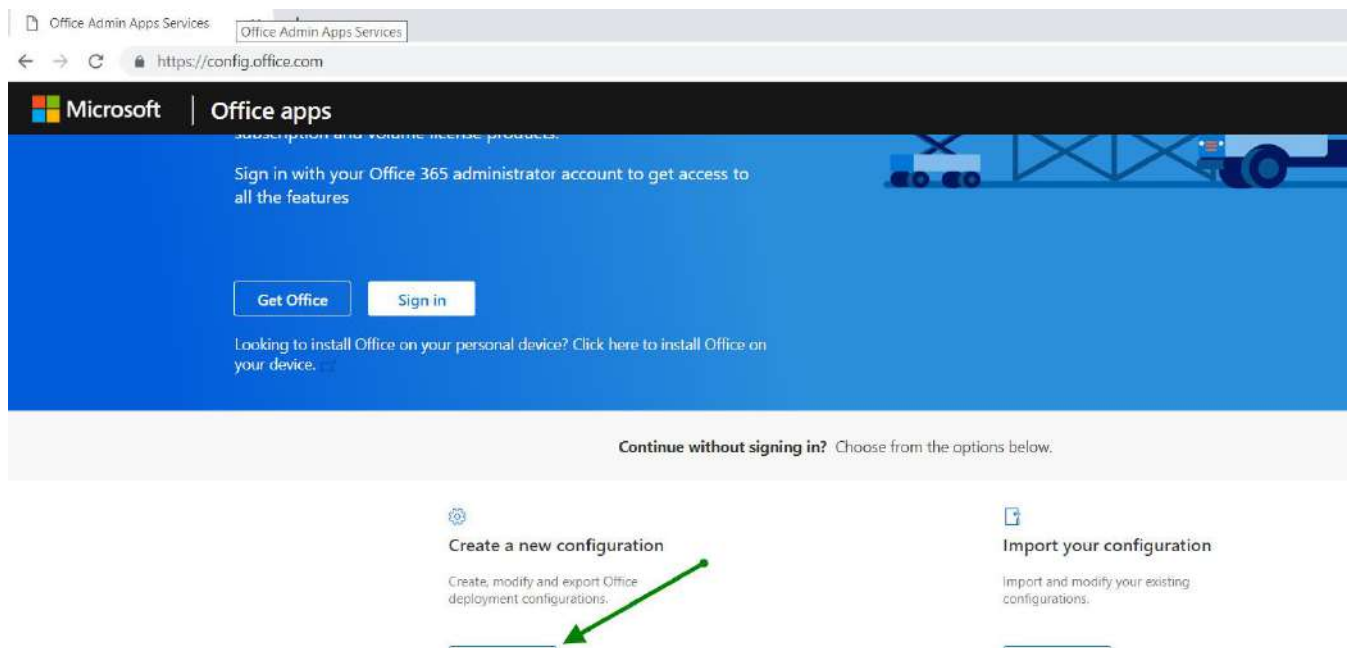
Example: (\\sccm\sd\$\Applications\Office 2019) The files can be extracted on a workstation and then copied to the “Software Distribution” share located on the SCCM / MECM server if needed.

4. The Microsoft Office Deployment Tool will extract the files listed in the figure below.

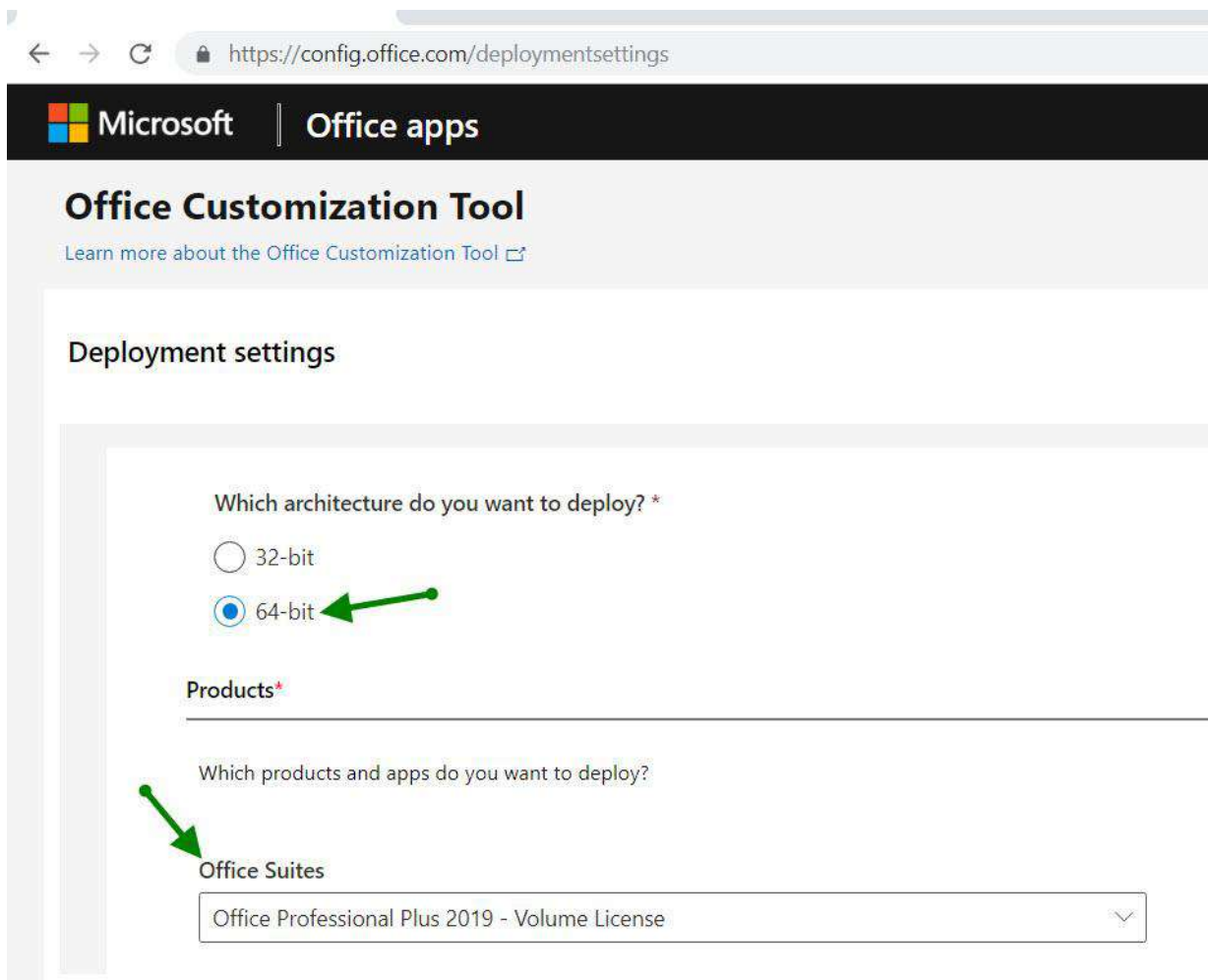


These files are the basic configuration .xml files for either a x86 or x64 installation of Office 2019 Professional Plus. The .xml files have some basic "example" xml commands included. We will be using Microsoft's web-based xml configuration tool to create our own "ConfigurationX64.xml" configuration and download file.

5. Open a browser and type, or copy, paste, and go to the address: <https://config.office.com>
Do not sign into the site. Click on the "Create" button underneath the "Create a New Configuration" heading at the bottom left hand side of the site.



- Click the “Products and releases” arrow and options for; **Architecture, Products, Update Channel, and Apps.**
- Choose the architecture and the version of the Office Product you are wanting to install. In this install we are installing the x64 architecture and the “**Office Professional Plus 2019 - Volume License.**” Other Office related products can be chosen to be installed here as well, but in this install we are not adding products.



- The Update Channel should auto-fill “Office 2019 Perpetual Enterprise.” On the “Select Version” portion of the tool choose “**Latest.**”

[Learn more about update channels](#)

Select the update channel

Office 2019 Perpetual Enterprise

Select the version

Latest

9. On the “Apps” section of the tool click the button beside each application that are to be installed and the button will change from “white” to “blue” and change from “off” to “on.” Click “Next” to move onto “Languages.”

Turn apps on or off to include or exclude them from being deployed

Access	<input checked="" type="checkbox"/>	On	←	Excel	<input checked="" type="checkbox"/>	On	←
OneDrive (Groove)	<input type="checkbox"/>	Off	←	Skype for Business	<input checked="" type="checkbox"/>	On	←
OneDrive Desktop	<input checked="" type="checkbox"/>	On	←	OneNote 2016	<input checked="" type="checkbox"/>	On	←
Outlook	<input checked="" type="checkbox"/>	On	←	PowerPoint	<input checked="" type="checkbox"/>	On	←
Publisher	<input checked="" type="checkbox"/>	On	←	Word	<input checked="" type="checkbox"/>	On	←

←

Click the “Languages” arrow. Three Language options will drop down; **Select Primary Language, Select additional Languages, Select additional proofing tools.** In this installation the “Primary Language” will be **English (United States)**. If you want to add additional languages and or proofing tools you would click inside the box / boxes and make your selections. We are not adding additional languages and or proofing tools in this install. Click “Next.”

Languages

Select primary language*

English (United States)

Select additional languages

Select additional languages

Add

Select additional proofing tools

Select additional proofing tools

Add

←

10. Click the “Installation” arrow and it drops down various options for installation. The first option is “**Where do you want to deploy Office from?**”) **Microsoft Endpoint Configuration Manager** is the new name for System Center Configuration Manager (SCCM.) Click this selection. The next options are; **Show Installation to user**, **Pin Icons to TASKBAR**, **Logging** (if logging is chosen, an option for where to save the log file to is given), **Shut down Running applications**, In this installation “Show installation to user” will be set to **off**. “Pin icons to Taskbar” will be set to **off**. “Logging” will be set to **off**. “Shut down running applications” will be set to **on**. Shutting down running applications will ensure that other applications do not interfere with the Office Professional Plus 2019 installation. Click “**Next**.”

The screenshot shows the 'Installation' options window. At the top, there is a breadcrumb 'Installation' with an upward arrow and a checkmark icon. Below this is the 'Installation options' section. A link 'Learn more about installation options' is present. The main question is 'Where do you want to deploy Office from?'. There are two radio button options: 'Office Content Delivery Network (CDN)' and 'Local source'. Below these is a text input field for 'Source path' with the placeholder text 'Network, local, or HTTP path'. A checked checkbox 'Fallback to the CDN for missing languages' is shown. The 'Microsoft Endpoint Configuration Manager' radio button is selected and highlighted with a green arrow. Below this are three toggle switches, all set to 'Off', with green arrows pointing to them: 'Show installation to user', 'Pin icons to Taskbar' (with a help icon), and 'Logging'. Another text input field for 'Save log file to' with the placeholder 'Network, local, or HTTP path' is shown. The 'Shut down running applications' toggle switch is set to 'On' and highlighted with a green arrow. At the bottom, a blue 'Next' button is highlighted with a green arrow.

11. Click the “**Update and Upgrade**” arrow and the options given are: **Where do you want to deploy updates from?** “Office Content Delivery Network”, “Local Source”, and “Microsoft Endpoint Configuration Manager.” In this install **Microsoft Endpoint Configuration Manager** will be chosen. “Automatically check for updates is greyed out with the “on” selection chosen.

^ Update and upgrade ✓

Update and upgrade options

Where do you want to deploy updates from?

Office Content Delivery Network (CDN)

Local source

Update path

Microsoft Endpoint Configuration Manager

Automatically check for updates On

The next sub-section is “**Upgrade Options**” / **Uninstall any MSI versions of Office, including Visio and Project.** If you are wanting to uninstall previous versions click this to “on” There are various options listed such as “Visio”, “Project”, “SharePoint Designer”, and “InfoPath” listed Click “On” or “Off” as is desired for your installer. In this install we are leaving them set to “on” for a full uninstall. There is an option for “Automatically upgrade to selected architecture”, in this install we are leaving it as defaulted to ‘off.’ Click “Next”

Uninstall any MSI versions of Office, including Visio and Project

On

[Learn more about removing MSI versions of Office when you upgrade](#)

Uninstall Visio

On

Uninstall Project

On

Uninstall SharePoint Designer

On

Uninstall InfoPath

On

For uninstalled MSI versions of Office, install the same languages

Off

Automatically upgrade to the selected architecture

Off

[Learn more about switching architectures during an upgrade](#)

Next

12. Click the “Licensing and activation” arrow. “Automatically accept the EULA” this should be set to “Yes.” Below the EULA section is the “Product Key” section. KMS can be selected if you have a KMS server in your environment. Click the **Multiple Activation Key (MAK)** Button and enter the information (xxxxx-xxxxx-xxxxx-xxxxx).

Product key

KMS Client Key

Product key entry is not required for Key Management Service (KMS) activation.

Multiple Activation Key (MAK) ←

Multiple Activation Key (MAK). Type a valid 25 character volume license key with no spaces.

Office Professional Plus
2019 - Volume License

Autoactivate



13. In the “Product Activation” area choose “User Based.” This should be the right choice for most districts. Click the “Next” button.

User based [Learn more about user based licensing](#) ↗ ←

Shared Computer [Learn more about shared computer activation](#) ↗

Allow the licensing token to roam

Network, local, or HTTP path

Device based [Learn more about device based licensing](#) ↗

Next ←

14. In the “General” section type in the name of your district. You have the choice to type a description for this configuration of office for documentation purposes as well. Click “Next”

General

Provide your organization name to set the Company property on Office documents

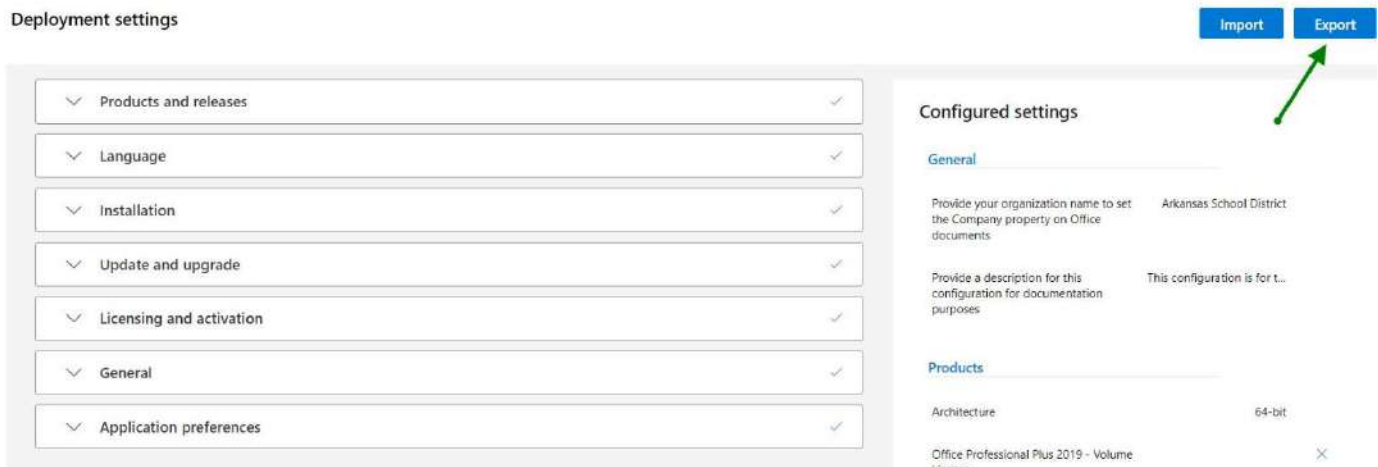
Arkansas School District ←

Provide a description for this configuration for documentation purposes

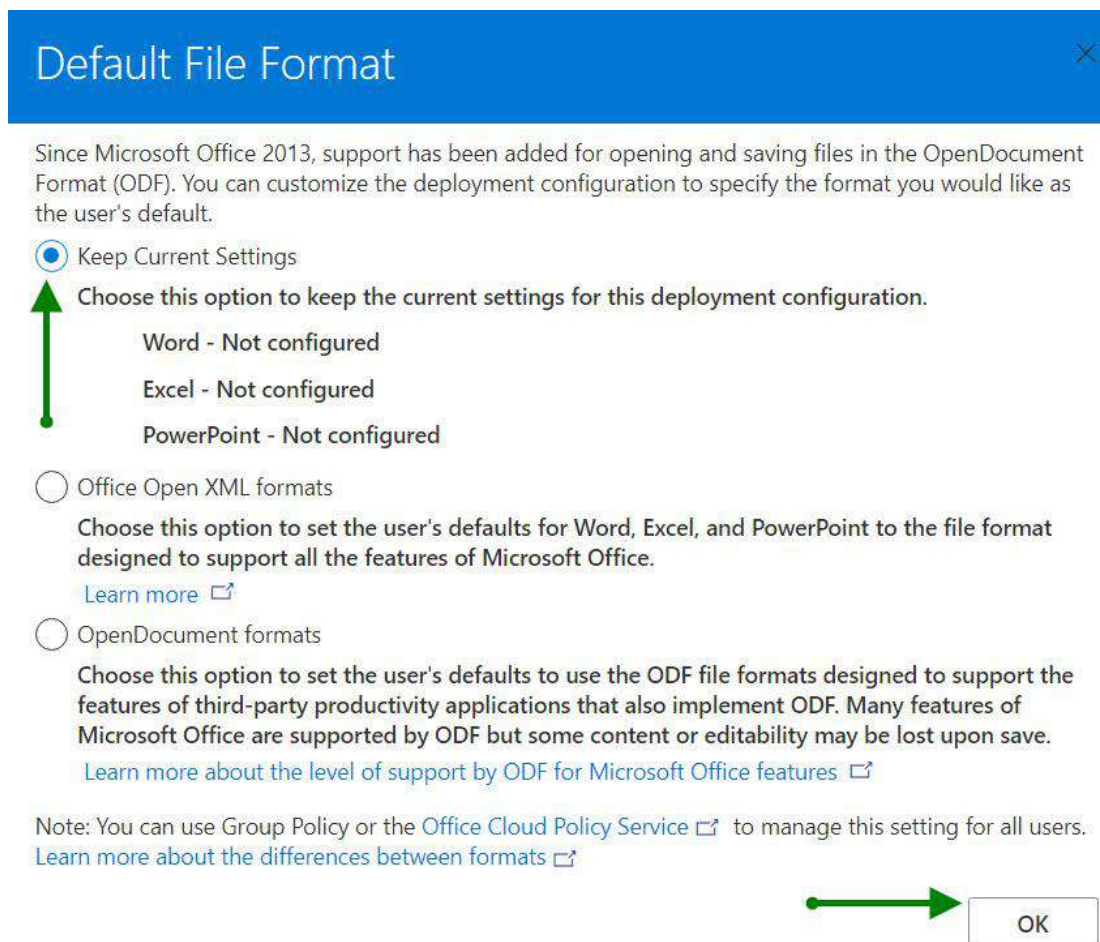
This configuration is for the Office Staff ← Optional

Next ←

15. “Application preferences” is the section where you can choose specific installation properties for each program within the Office 2019 Professional Plus install. For this install all the settings will be left as default. If you wish to make changes, scroll through the settings and change them to meet your needs, when you are done click “Finish” If you want to keep the defaults for the Office products you can skip this portion and click on “EXPORT” in the upper right-hand portion of the Customization tool.



16. When you click “Export” it brings up a “Default File Format” option box. Click the option for “Keep Current Settings” click the “OK” Button.



17. After clicking the “OK” button a dialogue box will pop up. Click the box to accept the terms of the agreement. Name the file “**Config64**” and click “**Export**”.

Export configuration to XML

To export the file, you must accept the terms of the End User License Agreement (EULA).

MICROSOFT SOFTWARE LICENSE TERMS

MICROSOFT OFFICE CUSTOMIZATION TOOL FOR CLICK-TO-RUN

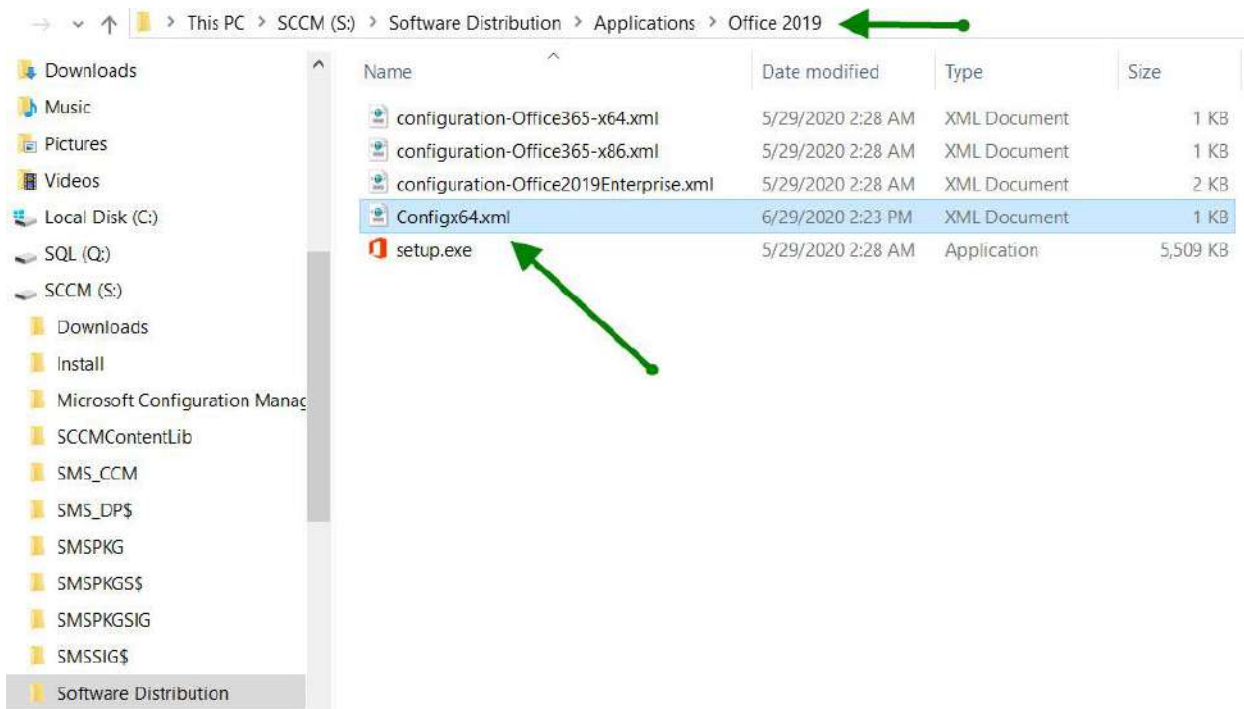
These license terms are an agreement between you and Microsoft Corporation (or one of its affiliates). They apply to the software named above and any Microsoft services or software updates (except to the extent such services or updates are accompanied by new or additional terms, in which case those different terms apply prospectively and do not alter your or Microsoft’s rights relating to pre-updated software or services). IF YOU COMPLY WITH THESE LICENSE TERMS, YOU HAVE THE RIGHTS BELOW. BY USING THE SOFTWARE, YOU ACCEPT THESE TERMS.

I accept the terms in the license agreement

File Name *

Config64

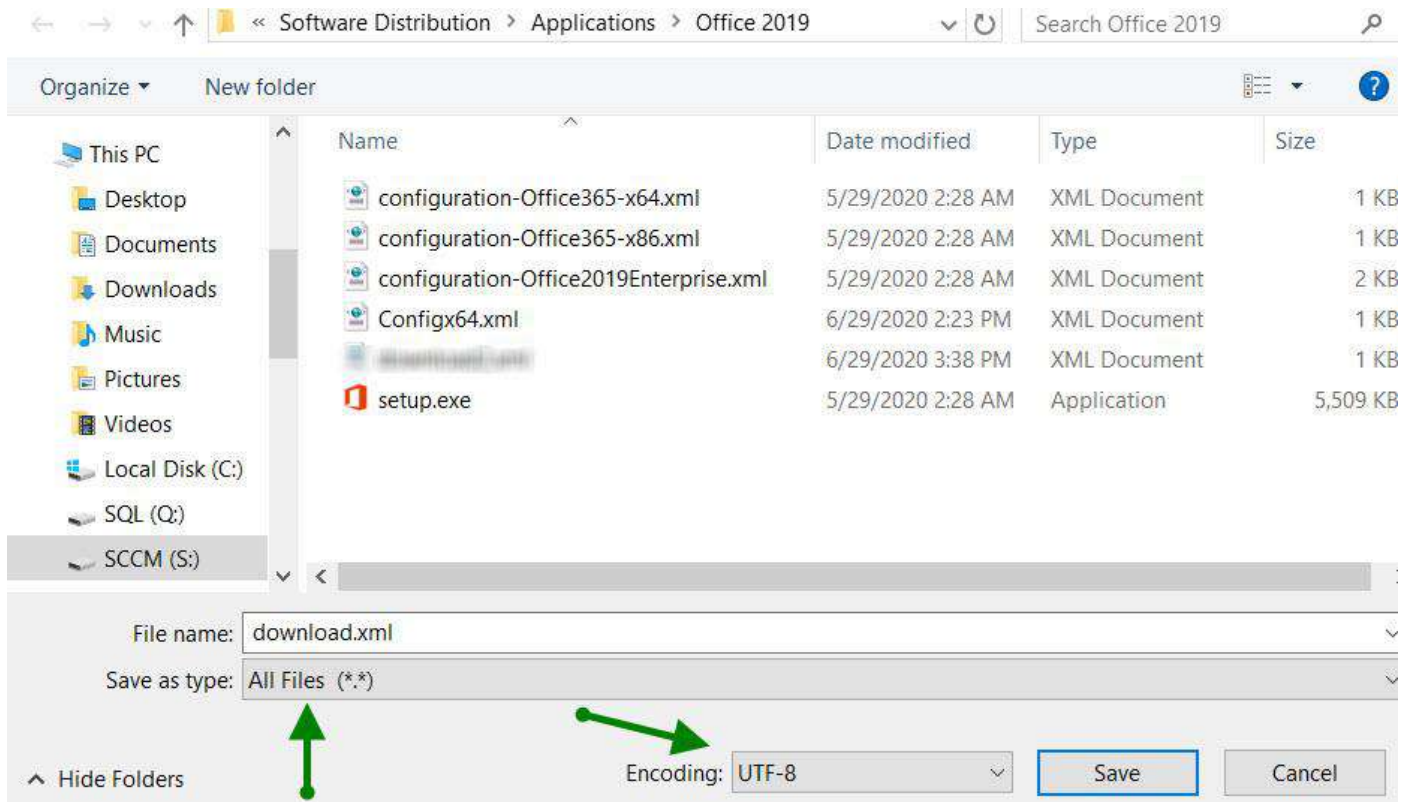
18. The “**Config64.xml**” file will automatically be downloaded to the “Downloads” folder. This document was created using the Chrome browser. The file you create will auto download to the default download location of whichever browser you are using. Browse to the “**downloads**” location and copy the file to the “Software Distribution\Applications\Office 2019” folder. The Contents of the “Office 2019” folder should now have the files listed in the figure below.



21. The following command needs to be added to the .xml file **<Add SourcePath="Directory where the other install files are located"** In this installation the command would read
Add SourcePath="S:\Software Distribution\Applications\Office 2019\Office19" OfficeClientEdition="64"etc
(In this example the added command listed above is on line three. This will not always be the case. **The command needs to be added before (OfficeClientEdition="64")** as shown below. The line number can and will change depending on the options chosen using the online office customization tool.

```
<Configuration ID="821d732b-b947-4077-ae88-c8224bdd6e21">
  <Info Description="This configuration is for the Office Staff." />
  <Add SourcePath="S:\Software Distribution\Applications\Office 2019\Office19" OfficeClientEdition="64" Channel="PerpetualVL2019" OfficeMgmtCOM="TRUE">
    <Product ID="ProPlus2019Volume" PIDKEY="NJC3F-MKB3X-PGYF4-TV23B-6WPE0">
      <Language ID="en-us" />
      <ExcludeApp ID="Groove" />
    </Product>
  </Add>
  <Property Name="SharedComputerLicensing" Value="0" />
  <Property Name="PinIconsToTaskbar" Value="FALSE" />
  <Property Name="SCLCacheOverride" Value="0" />
  <Property Name="AUTOACTIVATE" Value="1" />
  <Property Name="FORCEAPPSHUTDOWN" Value="TRUE" />
  <Property Name="DeviceBasedLicensing" Value="0" />
  <RemoveMSI />
  <AppSettings>
    <Setup Name="Company" Value="Arkansas School District" />
  </AppSettings>
  <Display Level="None" AcceptEULA="TRUE" />
  <Logging Level="Off" />
</Configuration>
```

The Download.xml file will need to be saved as **"all files"** and Encoding **UTF-8** as seen in the figure below. Save this download.xml file in the same directory as the other Office 2019 files.



22. After the "Download.xml" file has been created, open an Administrative Command Prompt and browse to the base directory where all the Office files are stored. S:\Software Distribution\Applications\Office 2019\
At the Command Prompt type: "setup.exe /download download.xml" (Enter) It will take a minute or two for the download to finish. It is around two gigs in size. The cursor will flash during the download and will return to the last directory a file was ran from when it is done.

```
Administrator: Command Prompt - setup.exe /download download.xml
Microsoft Windows [Version 10.0.14393]
(c) 2016 Microsoft Corporation. All rights reserved.

C:\Windows\system32>s:

S:\>cd "Software Distribution"

S:\Software Distribution>cd Applications

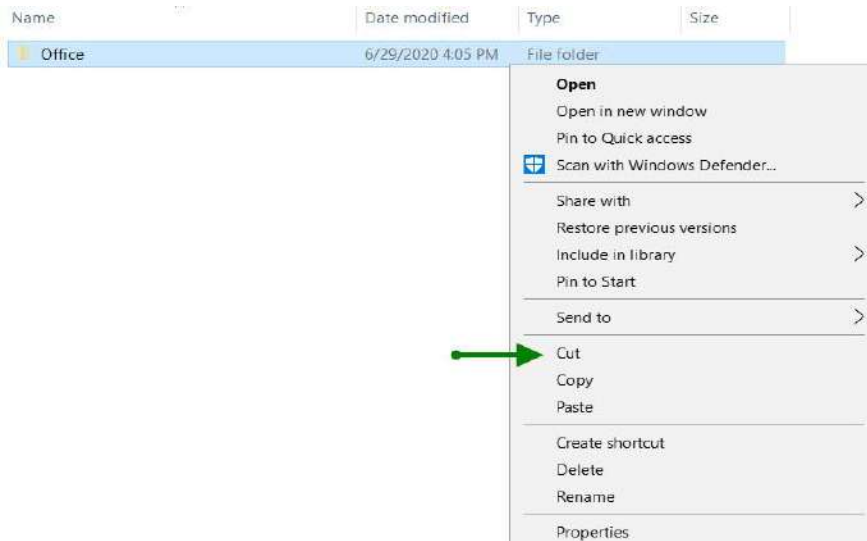
S:\Software Distribution\Applications>cd "Office 2019"

S:\Software Distribution\Applications\Office 2019>setup.exe /download download.xml
```

23. When the download has finished the directory structure inside of the "Office 2019" folder should appear like the figure below. A new folder with all of the download files is now in the directory. "Office19"

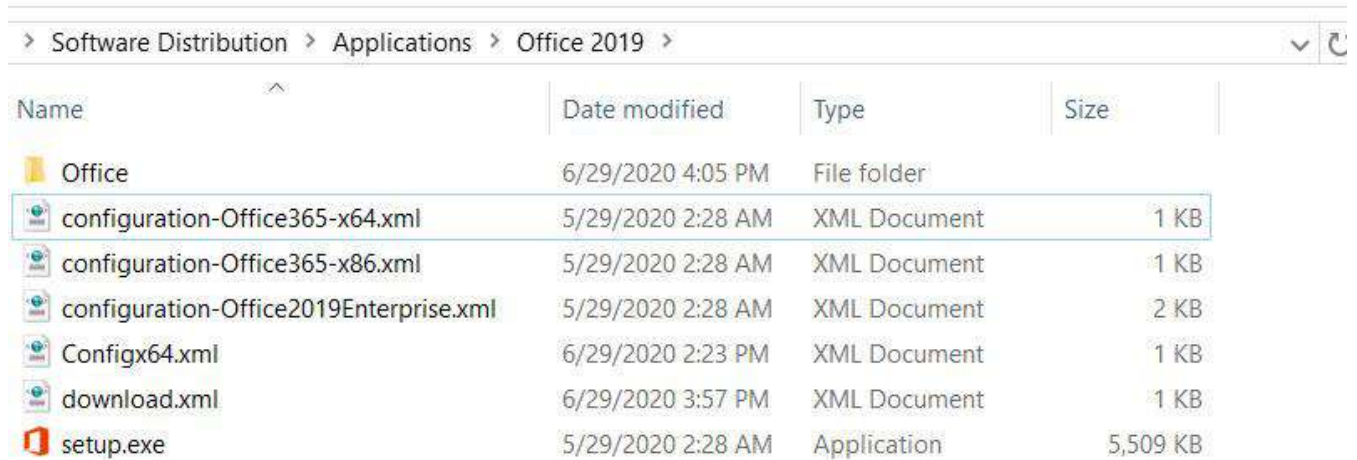
Name	Date modified	Type	Size
Office19	6/29/2020 4:05 PM	File folder	
configuration-Office365-x64.xml	5/29/2020 2:28 AM	XML Document	1 KB
configuration-Office365-x86.xml	5/29/2020 2:28 AM	XML Document	1 KB
configuration-Office2019Enterprise.xml	5/29/2020 2:28 AM	XML Document	2 KB
Configx64.xml	6/29/2020 2:23 PM	XML Document	1 KB
download.xml	6/29/2020 3:57 PM	XML Document	1 KB
setup.exe	5/29/2020 2:28 AM	Application	5,509 KB

24. Inside of the "Office19" folder is an "Office" folder. Cut the "Office."



- 25.

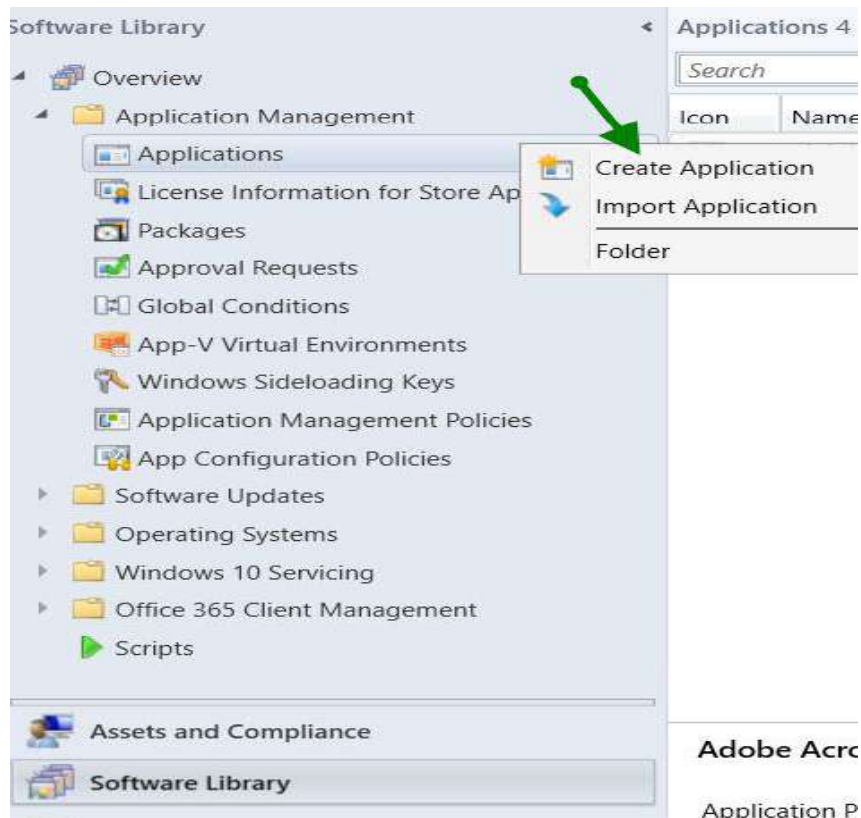
Paste the “Office” folder into the root “Office 2019” Folder where all of the other office files are located. Delete the Office19 folder the “office” folder was in. So now the contents of the Office 2019 Folder should look like this



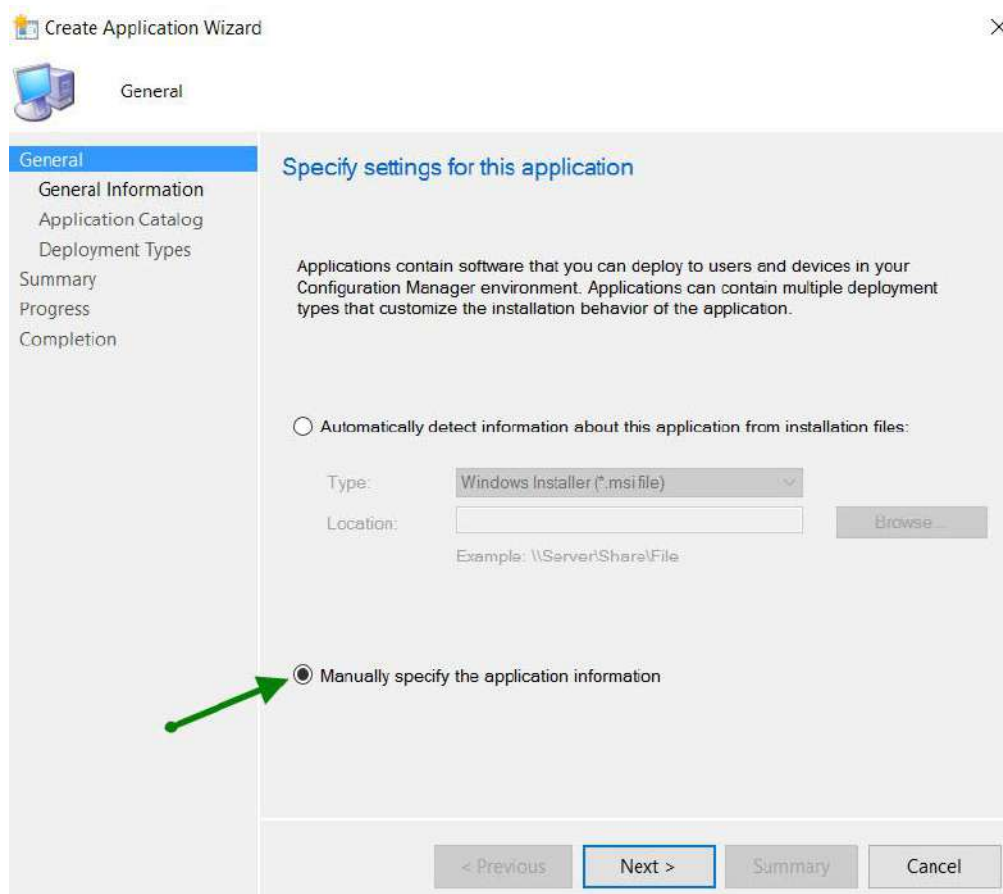
Name	Date modified	Type	Size
Office	6/29/2020 4:05 PM	File folder	
configuration-Office365-x64.xml	5/29/2020 2:28 AM	XML Document	1 KB
configuration-Office365-x86.xml	5/29/2020 2:28 AM	XML Document	1 KB
configuration-Office2019Enterprise.xml	5/29/2020 2:28 AM	XML Document	2 KB
Configx64.xml	6/29/2020 2:23 PM	XML Document	1 KB
download.xml	6/29/2020 3:57 PM	XML Document	1 KB
setup.exe	5/29/2020 2:28 AM	Application	5,509 KB

SCCM Installation

1. Browse to Software Library and drop down Application Management. Right – Click on Applications and choose “**Create Application**”

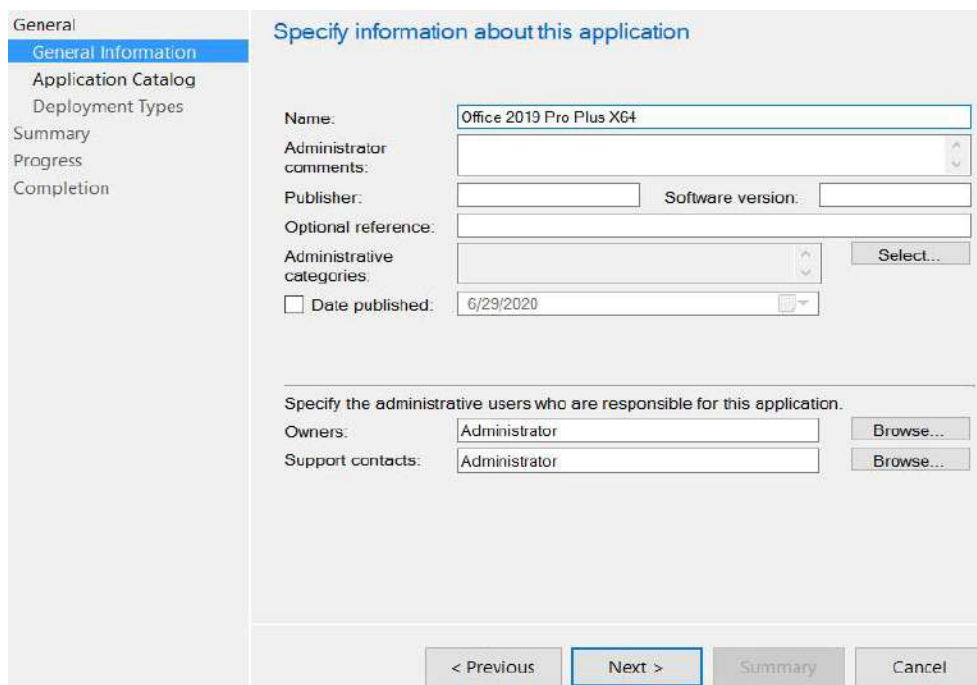


2. Choose “Manually specify the application information”



Click **Next**

3. In the **General Information** tab, Provide the name “Office 2019 Pro Plus X64,” choose **Next**



4. On the **Application Catalog** tab, provide the information that's appropriate for your environment, choose **Next**

Create Application Wizard

Application Catalog

General

General Information

Application Catalog

Deployment Types

Summary

Progress

Completion

Specify the Configuration Manager Application Catalog entry

Specify information about how you want to display this application to users when they browse the Application Catalog. To provide information in a specific language, select the language before you enter a description.

Selected language: English (United States) default

Localized application name: Office 2019

User categories:


User documentation:

Link text:

Privacy URL:

Localized description:

Keywords:

Icon: 

Display this as a featured app and highlight it in the company portal

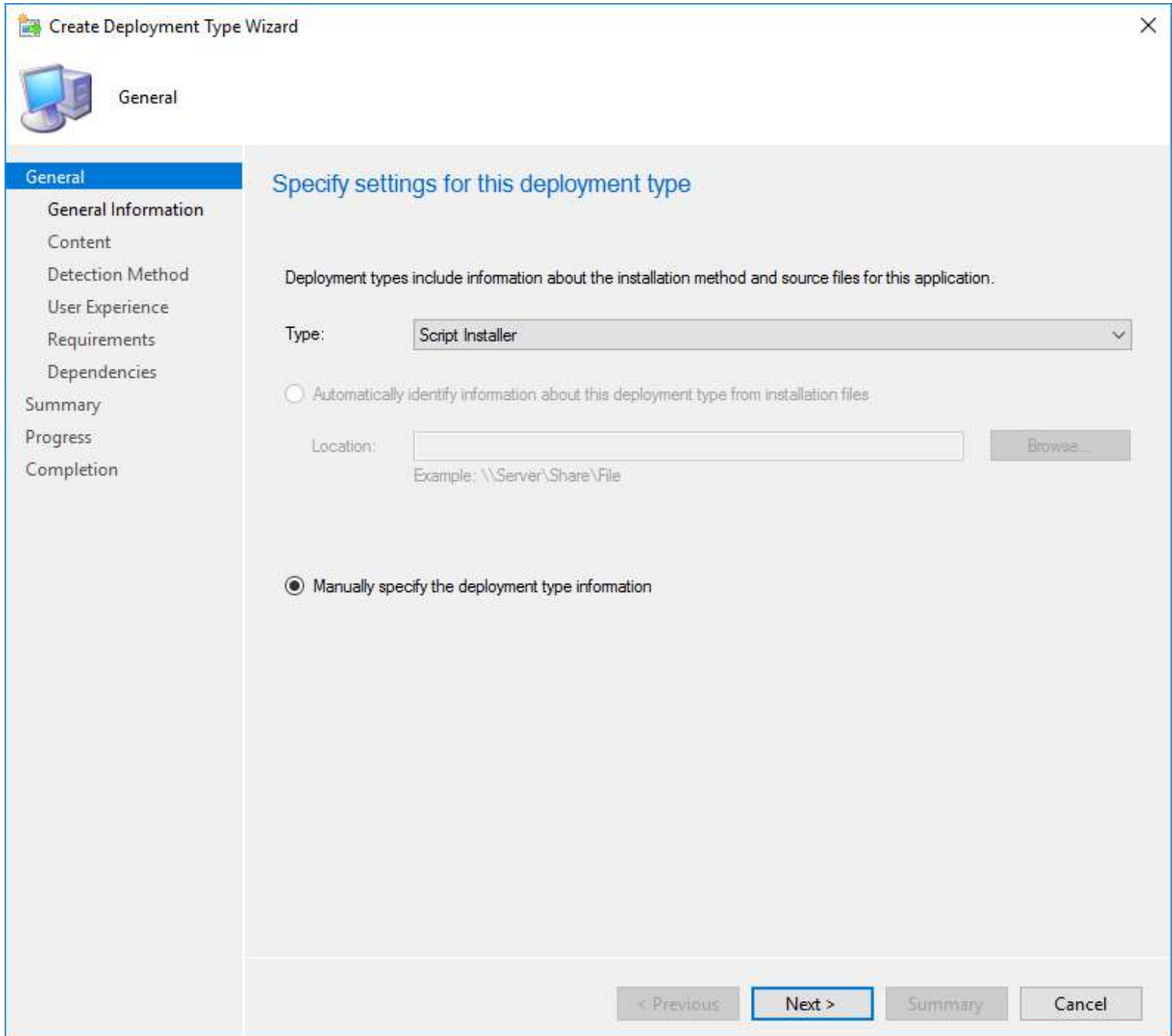
< Previous Next > Summary Cancel

(Choose the Office Icon by Browsing to the “**Office 2019**” directory and clicking on the “**Setup.exe**” icon)

- Click **Next** on this page and follow the prompts below
- On the **Deployment Types** tab, choose **Next**. We’ll add a deployment type later
- On the **Summary** tab, review the settings you’ve chosen, choose **Next**
- Complete the wizard by selecting **Close**

5. Create Deployment Type Wizard

- Open the SCCM console
- Go to **Software Library / Application Management / Applications**
- Right-click the **Office 2019** application and choose **Create Deployment Type**
- On the **General** tab of the “**Create Deployment Type**” Wizard, in the Type list, select **Script Installer**, choose **Next**



The screenshot shows the 'Create Deployment Type Wizard' dialog box with the 'General' tab selected. The title bar reads 'Create Deployment Type Wizard'. On the left, there is a sidebar with a 'General' icon and a list of steps: General, General Information, Content, Detection Method, User Experience, Requirements, Dependencies, Summary, Progress, and Completion. The main area is titled 'Specify settings for this deployment type' and contains the following elements:

- A text box: 'Deployment types include information about the installation method and source files for this application.'
- A 'Type:' dropdown menu with 'Script Installer' selected.
- A radio button labeled 'Automatically identify information about this deployment type from installation files' which is unselected.
- A 'Location:' text box with an example path '\\Server\Share\File' and a 'Browse...' button to its right.
- A radio button labeled 'Manually specify the deployment type information' which is selected.

At the bottom of the dialog, there are four buttons: '< Previous', 'Next >', 'Summary', and 'Cancel'. The 'Next >' button is highlighted with a blue border.

6. In the Content Location box enter the path to the network share that the office 2019 files and the “configx64.xml” file is located. \\sccm\sd\$\applications\office 2019 The installation program: setup.exe /configure configx64.xml. Click “Next”

Create Deployment Type Wizard

Content

General
General Information
Content
Detection Method
User Experience
Requirements
Dependencies
Summary
Progress
Completion

Specify information about the content to be delivered to target devices

Specify the location of the deployment type's content and other settings that control how content is delivered to target devices. All the contents in the path specified will be delivered.

Content location: \\sccm\sd\$\Applications\Office 2019 Browse...

Persist content in the client cache

Specify the command used to install this content.

Installation program: setup.exe /configure configx64.xml Browse...

Installation start in:

Configuration Manager can remove installations of this content if an uninstall program is specified below.

Uninstall program: Browse...

Uninstall start in:

Run installation and uninstall program as 32-bit process on 64-bit clients.

< Previous Next > Summary Cancel

7. On the **Detection Method** tab Choose **“Add Clause.”**

Detection Method

User Experience

Requirements

Dependencies

Summary

Progress

Completion

Specify how Configuration Manager determines whether this deployment type is already present on a device. This detection occurs before the content is installed or when software

Configure rules to detect the presence of this deployment type:

Connect (Clause)
-----------	--------	---

Use a custom script to detect the presence of this deployment type:

Script type:

Script length:

Add Clause...

Edit Clause...

Delete Clause

Group

Ungroup

Edit...

< Previous

Next >

Summary

Cancel

Click **“Next.”**

8. Add the **Office 2019 detection method** with following settings.

Setting Type – Registry

Hive – HKEY_LOCAL_MACHINE

Key – SOFTWARE\Microsoft\Office\ClickToRun\Configuration

Value – VersionToReport

Enable “This registry key is associated with a 32-bit application on 64-bit systems”

Data Type – Version

Select “This registry setting must satisfy following rule to indicate the presence of this application”

Operator – Greater than or equal to

Value – 16.0.10336.20044

Create a rule that indicates the presence of this application.

Setting Type: Registry

Specify the registry key or value to detect this application.

Hive: HKEY_LOCAL_MACHINE

Key: SOFTWARE\Microsoft\Office\ClickToRun\Configuration

Value: VersionToReport

Use (Default) registry key value for detection

This registry key is associated with a 32-bit application on 64-bit systems

Data Type: Version

This registry setting must exist on the target system to indicate presence of this application

This registry setting must satisfy the following rule to indicate the presence of this application

Operator: Greater than or equal to

Value: 16.0.10336.20044

OK Cancel

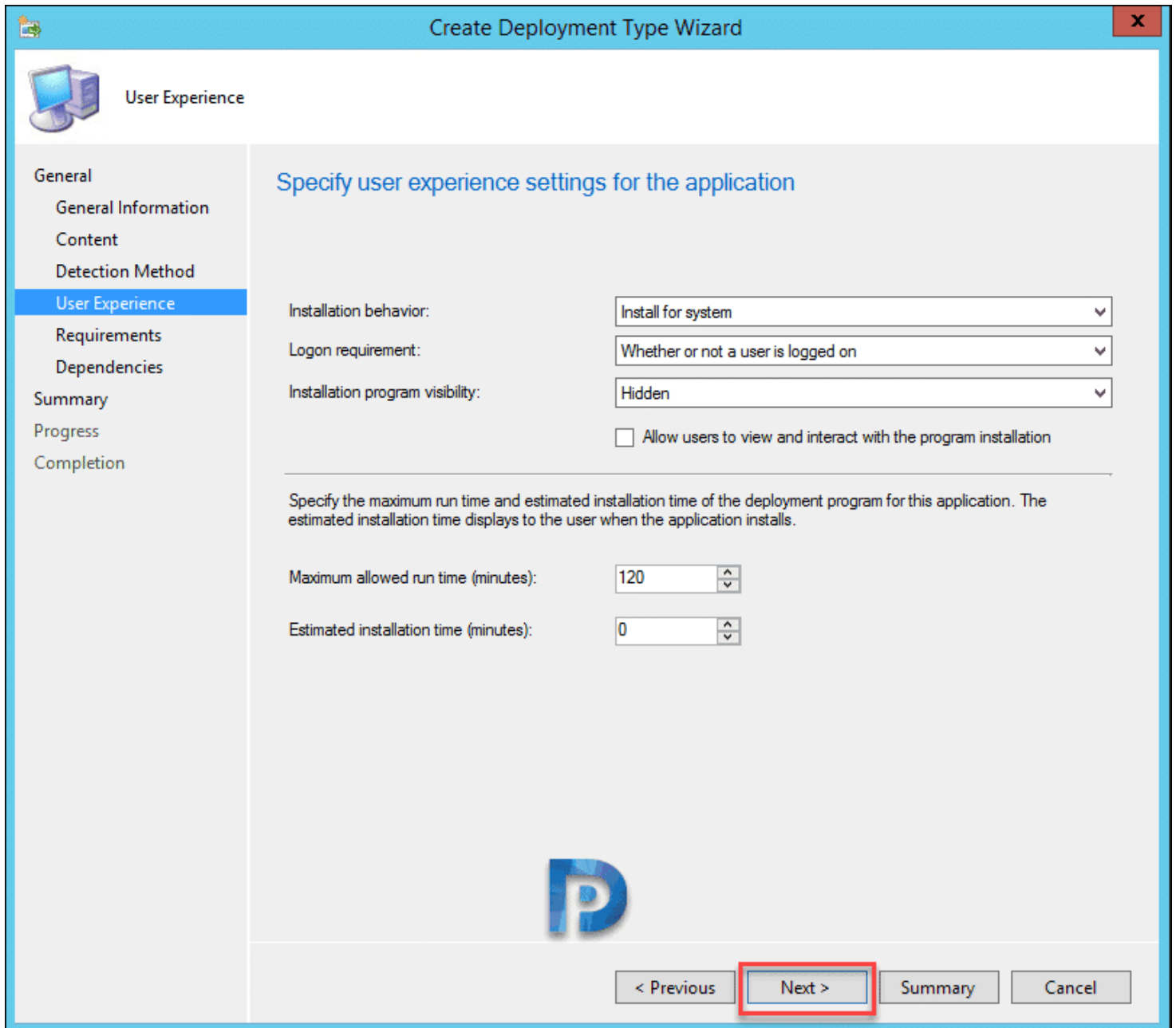
Click “Next”

9. Specify the user experience settings for the application.

Installation behavior = **Install for system**

Logon requirement = **Whether or not a user is logged in**

Installation program visibility = **Hidden**



10. After completing the above fields click **“Next”** throughout the rest of the wizard and then **“Close”**

11. Finally click **“Apply”** and then **“OK”**

SCCM Distribution and Deploy

1. "Right click" the newly created "Office 2019 Pro Plus X64" and choose "Distribute Content."

Icon	Name	Deployment Types	Deployments	Status
	Adobe Acrobat Reader DC - Base install	1	1	Active
	Adobe Acrobat Reader DC 19.010.20069	1	0	Active
	Java 8 Update 172 (64-bit)	1	1	
	Java 8 Update 191 (64-bit)	1	1	
	Office 2019 Pro Plus X64	1	0	

Office 2019 Pro Plus X64	
Application Properties	
Software Version:	
Manufacturer:	
Superseded:	No
Comments:	

Summary	Deployment Types	Deployments	Phased Deployments

- Manage Access Accounts
- Create Prestaged Content File
- Revision History
- Update Statistics
- Create Deployment Type
- Convert to .MSIX
- Reinstate
- Retire
- Export
- Copy
- Refresh F5
- Delete Delete
- Simulate Deployment
- Deploy
- Create Phased Deployment
- Distribute Content
- Move
- Set Security Scopes
- Categorize
- View Relationships
- Properties

2. Click **“Add”**
3. Choose your Distribution Point
4. Click **“Next”** through the rest of the prompts.

General
Content
Content Destination
Summary
Progress
Completion

Specify the content destination

Content will be distributed to the following distribution points, distribution point groups, and the distribution point groups that are currently associated with collections.

Content destination:

Filter...

Name	Description	Associations
SCCM.SCHOOLLO...	Distribution point	

Remove

< Previous Next > Summary Cancel

5. Deploy to the Device Collection of your choice. NOTE: it is always best to deploy an application as **“Available”** to a device collection containing 2 or 3 test Machines before deploying the application to district workstations.