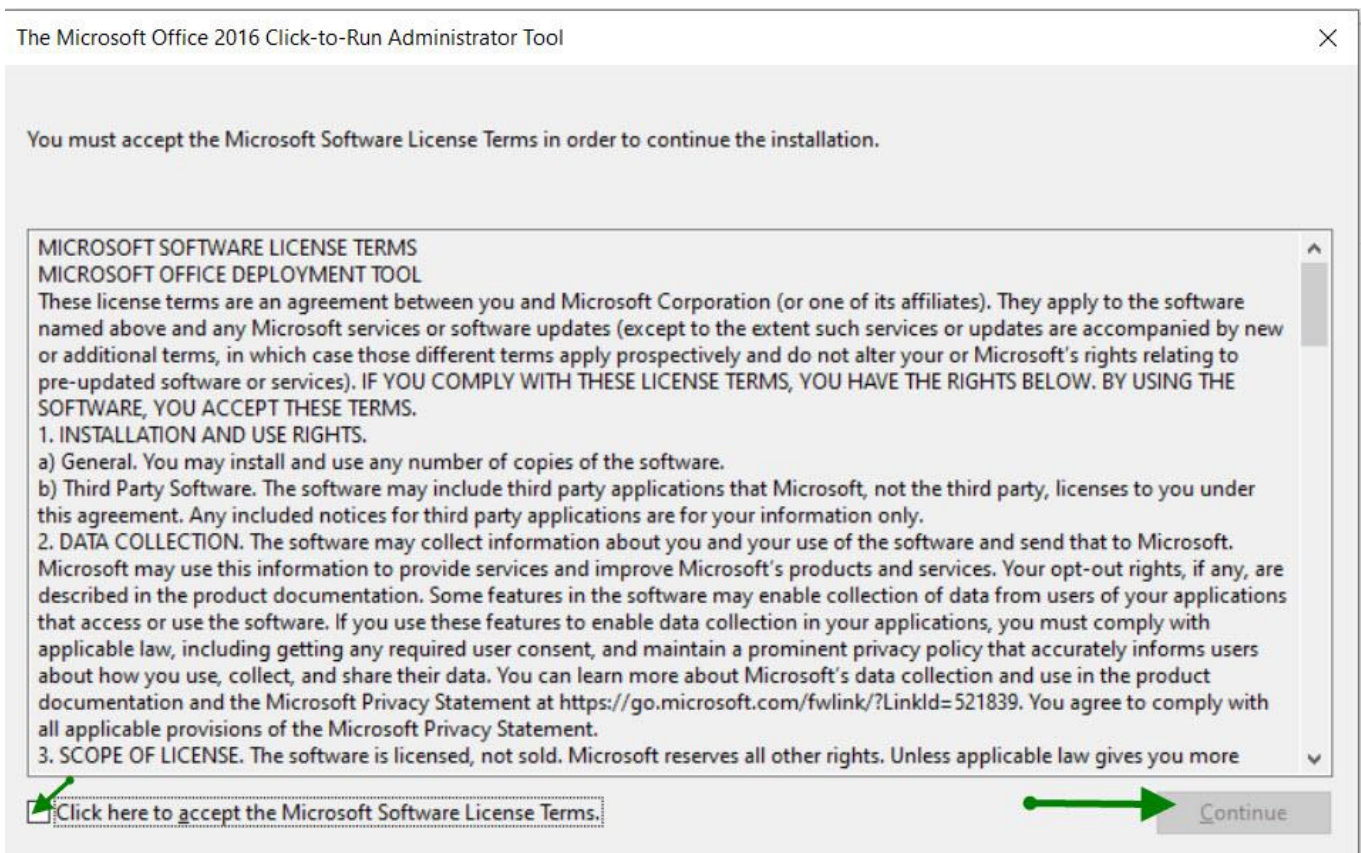


# Office Professional Plus 2019 Preperation

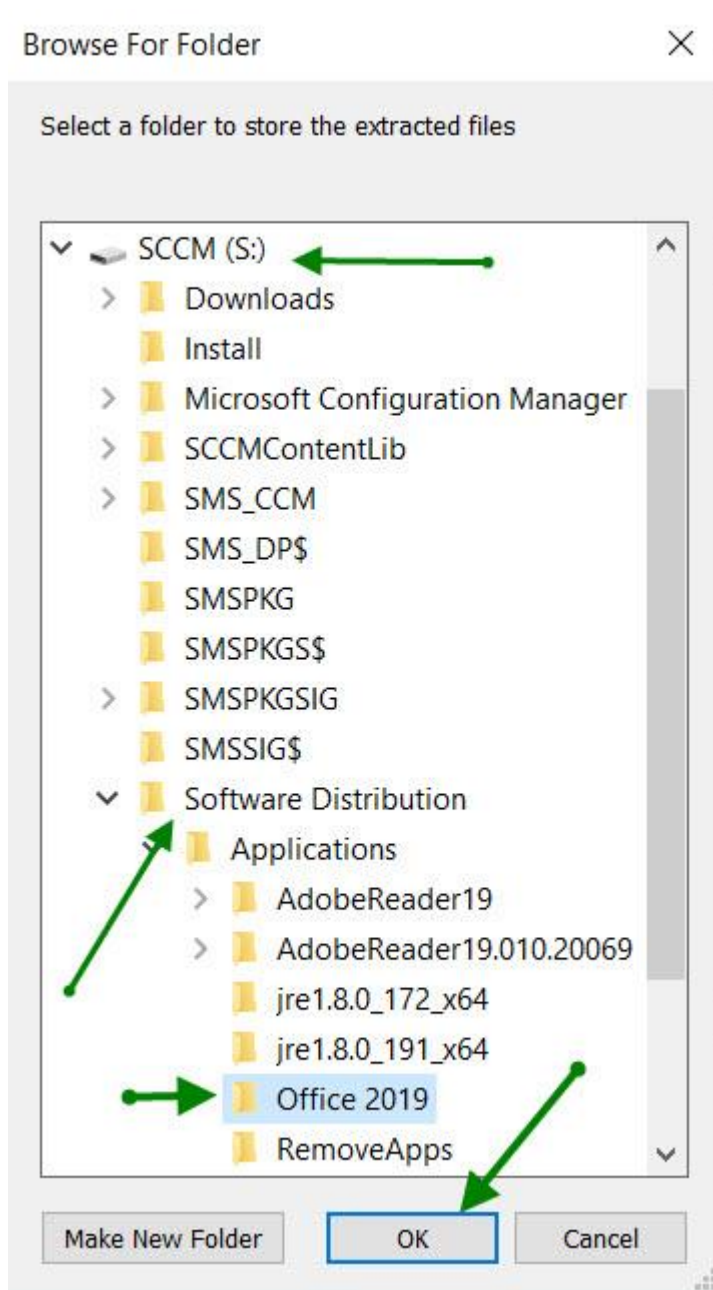
## SCCM Installation

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.



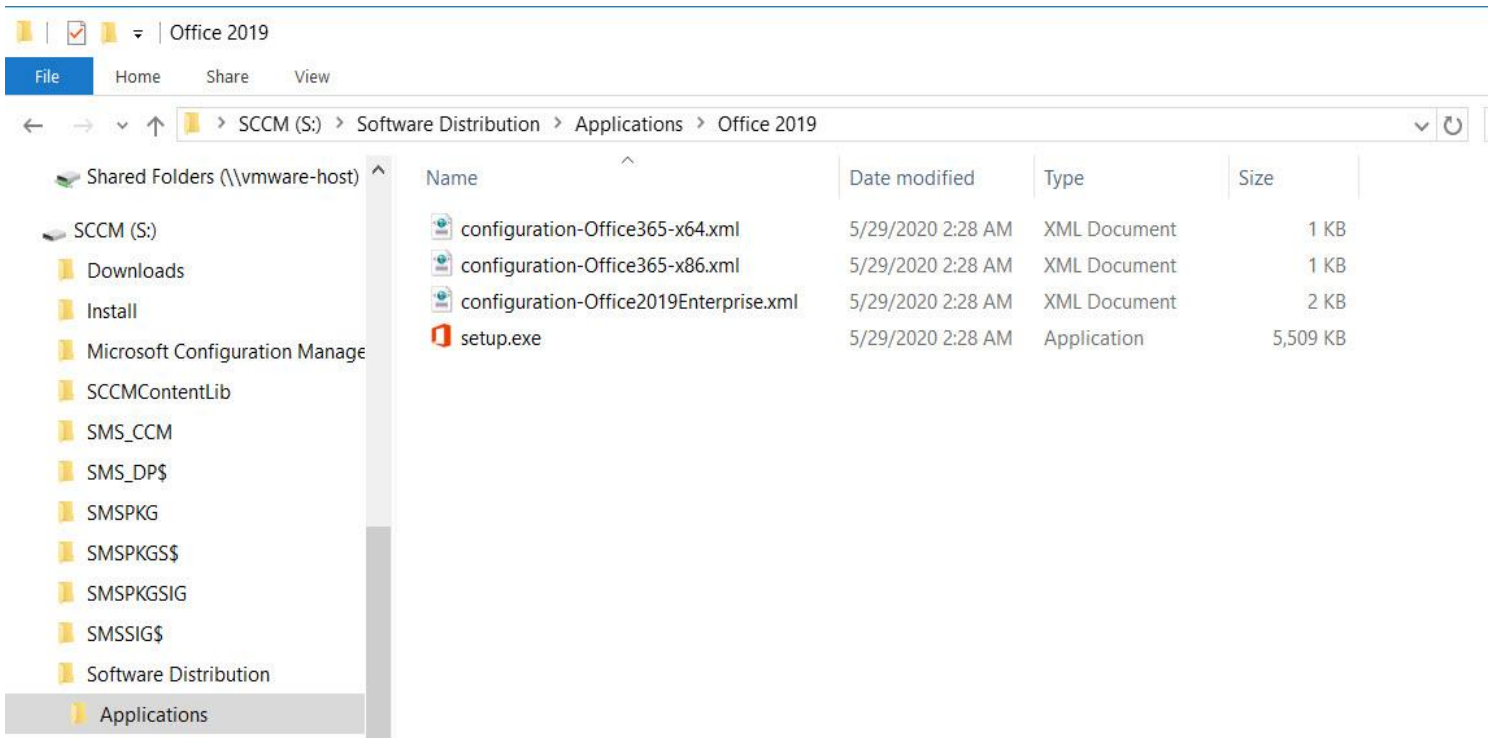
3. Select a folder to extract the contents of the Office Deployment tool. Create a folder inside of the “Software Distribution” share and name the directory Office 2019. Highlight this newly created folder and click “OK” to extract the files into it.



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

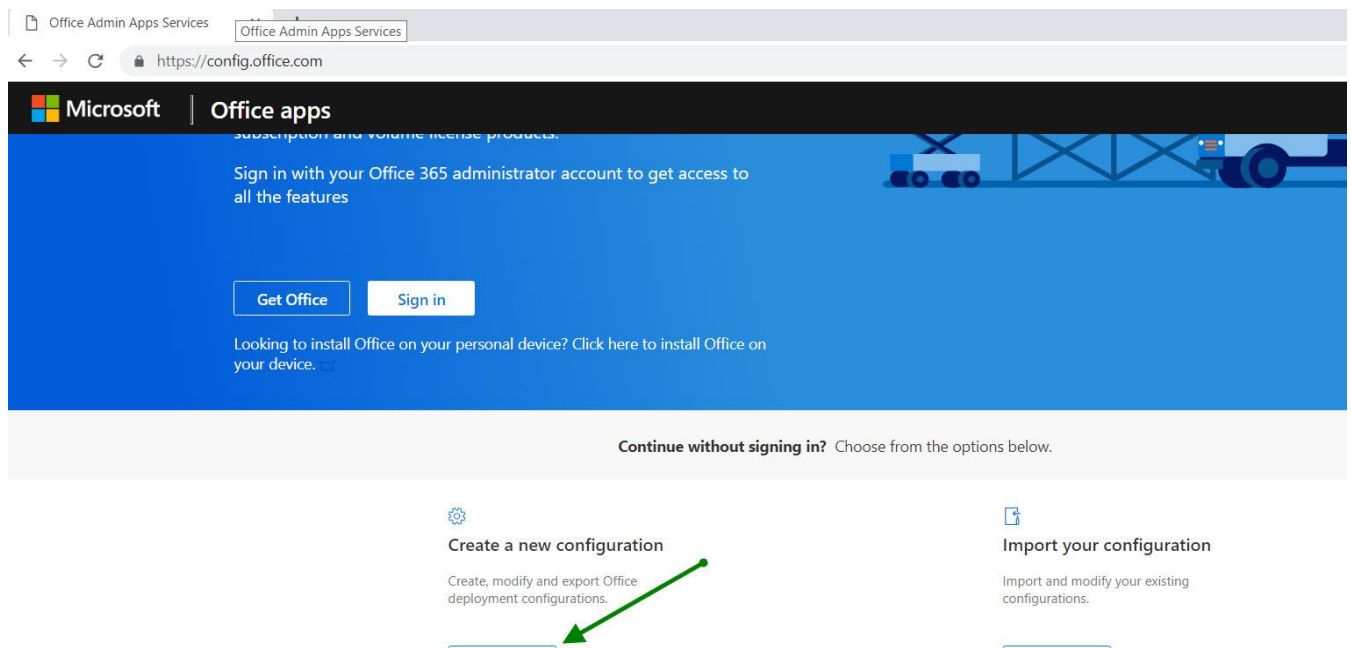
Example: (\\sccm\sd\$\Applications\Office 2019) The files can be extracted on a workstation and then copied to the “Software Distribution” share located on the SCCM / MECM server if needed.

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

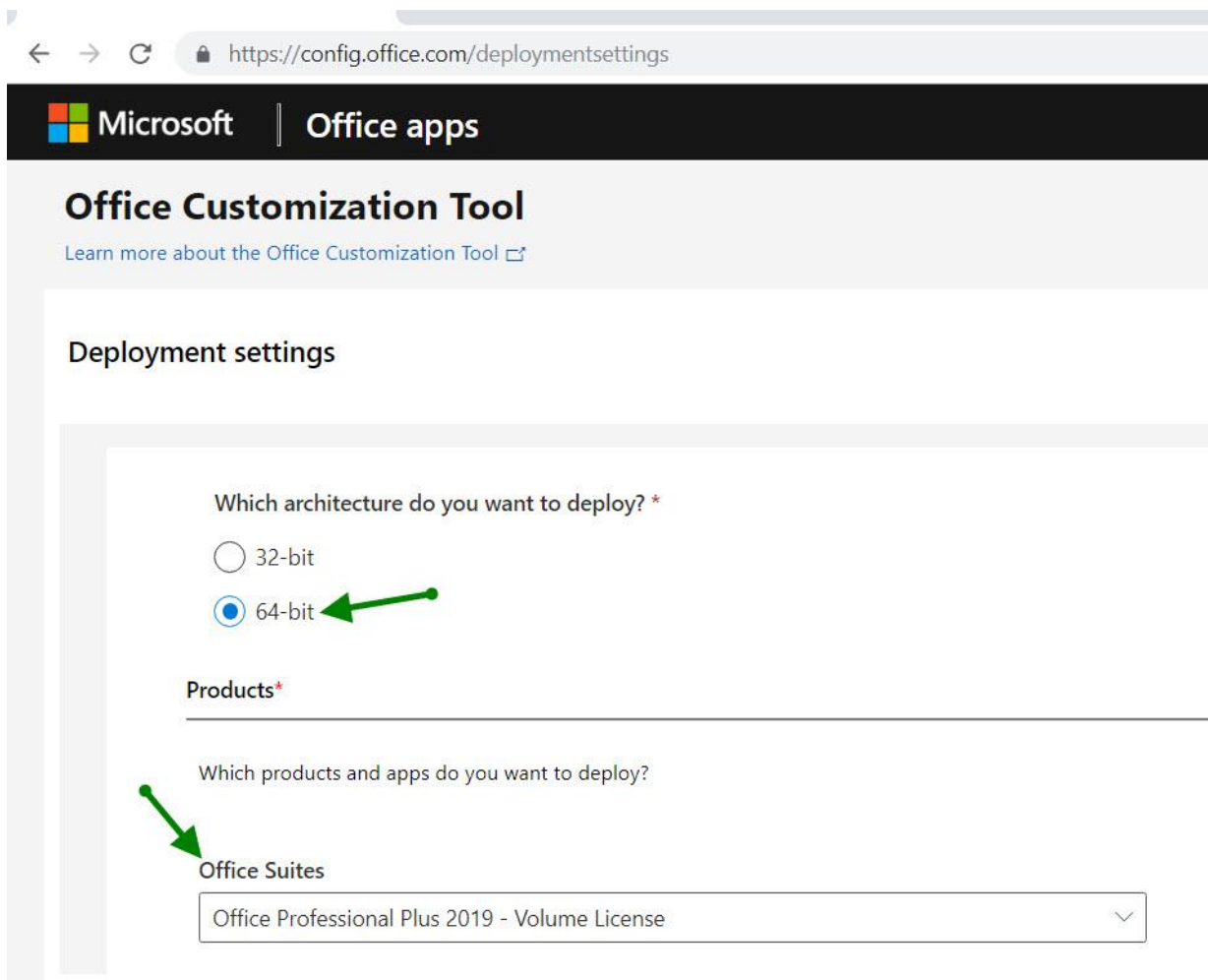


*These files are the basic configuration .xml files for either a x86 or x64 installation of Office 2019 Professional Plus. The .xml files have some basic “example” xml commands included. We will be using Microsoft’s web-based xml configuration tool to create our own “**ConfigurationX64.xml**” configuration 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 on the left and a checkmark on the right. Below this is the section 'Installation options' with a horizontal line underneath. A link 'Learn more about installation options' with an external link icon is present. The main heading 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' containing 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 'Source path' text input field is located below the logging options. The 'Shut down running applications' toggle switch is set to 'On' and highlighted with a green arrow. At the bottom left, there is a blue 'Next' button 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 Network, local, or HTTP 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 ←

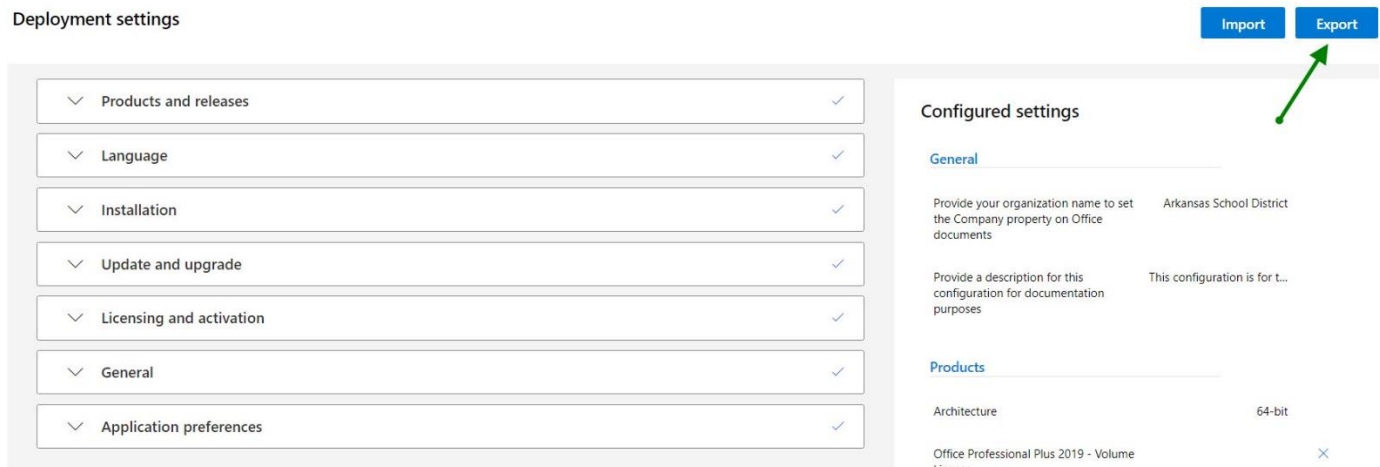
Provide a description for this configuration for documentation purposes

This configuration is for the Office Staff ← Optional

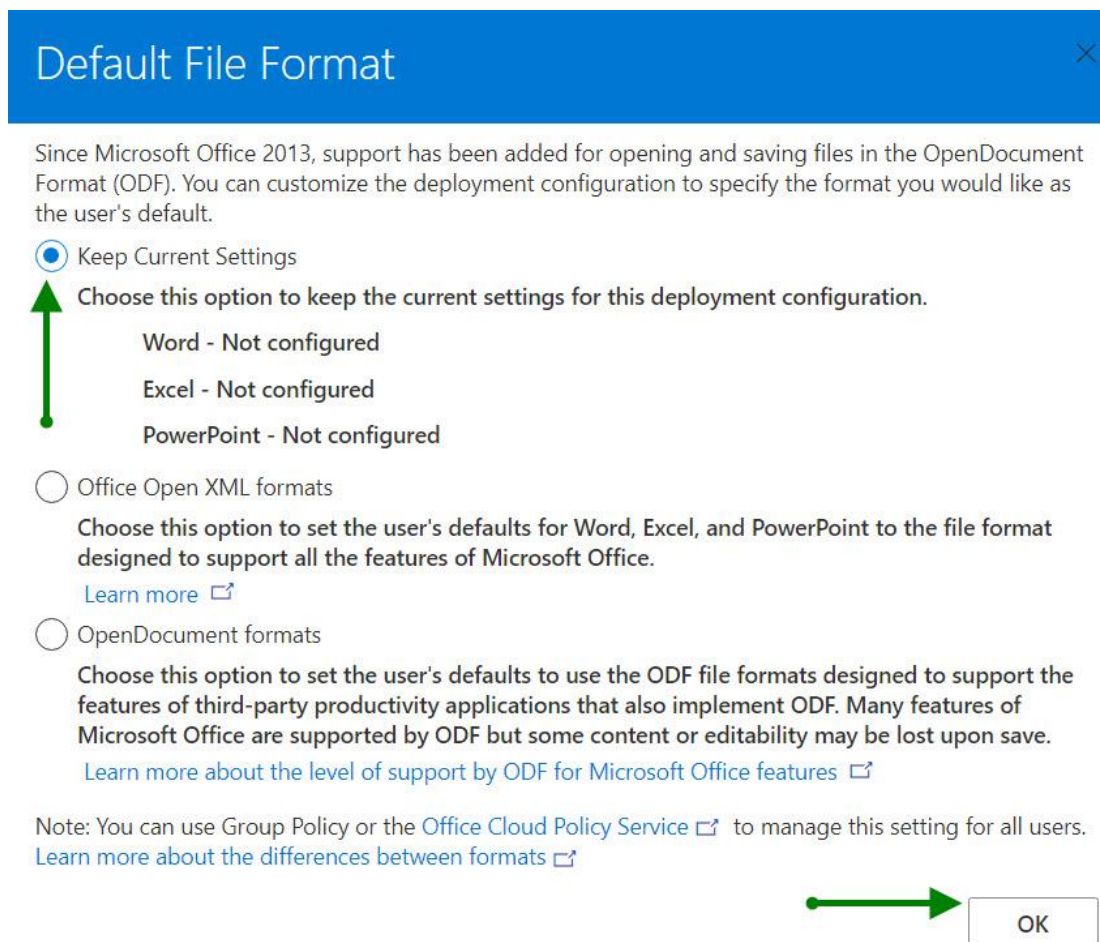
Next ←



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 \*

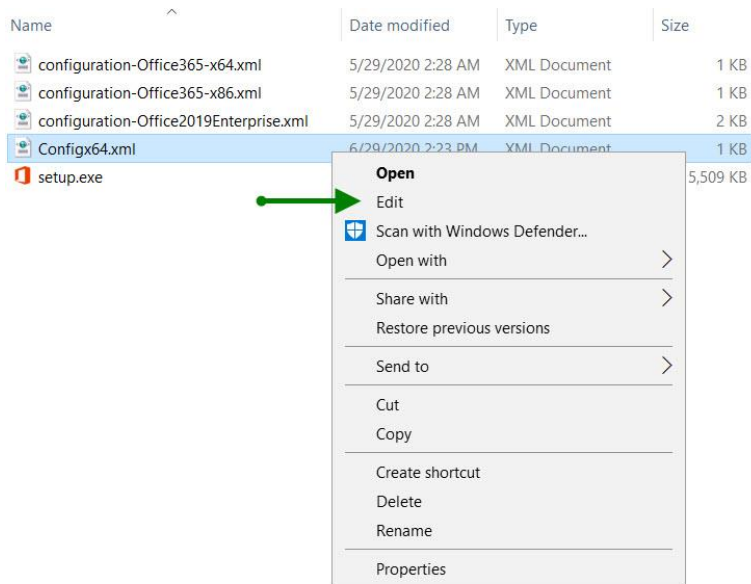
Config64

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.

→ This PC > SCCM (S:) > Software Distribution > Applications > Office 2019 ←

Name	Date modified	Type	Size
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
<b>Config64.xml</b>	6/29/2020 2:23 PM	XML Document	1 KB
setup.exe	5/29/2020 2:28 AM	Application	5,509 KB

19. We now need to download the actual install files for the Office Professional Plus 2019 program. The "Configx64.xml" file we created in the Office Customization Tool is used during install to direct the installer to perform the actions taken that were chosen using the tool. We now need to create a "download.xml" file to direct the installer to download the files needed to install the "Configx64.xml" that we created. Right click on the file "Configx64.xml" and choose **edit**.



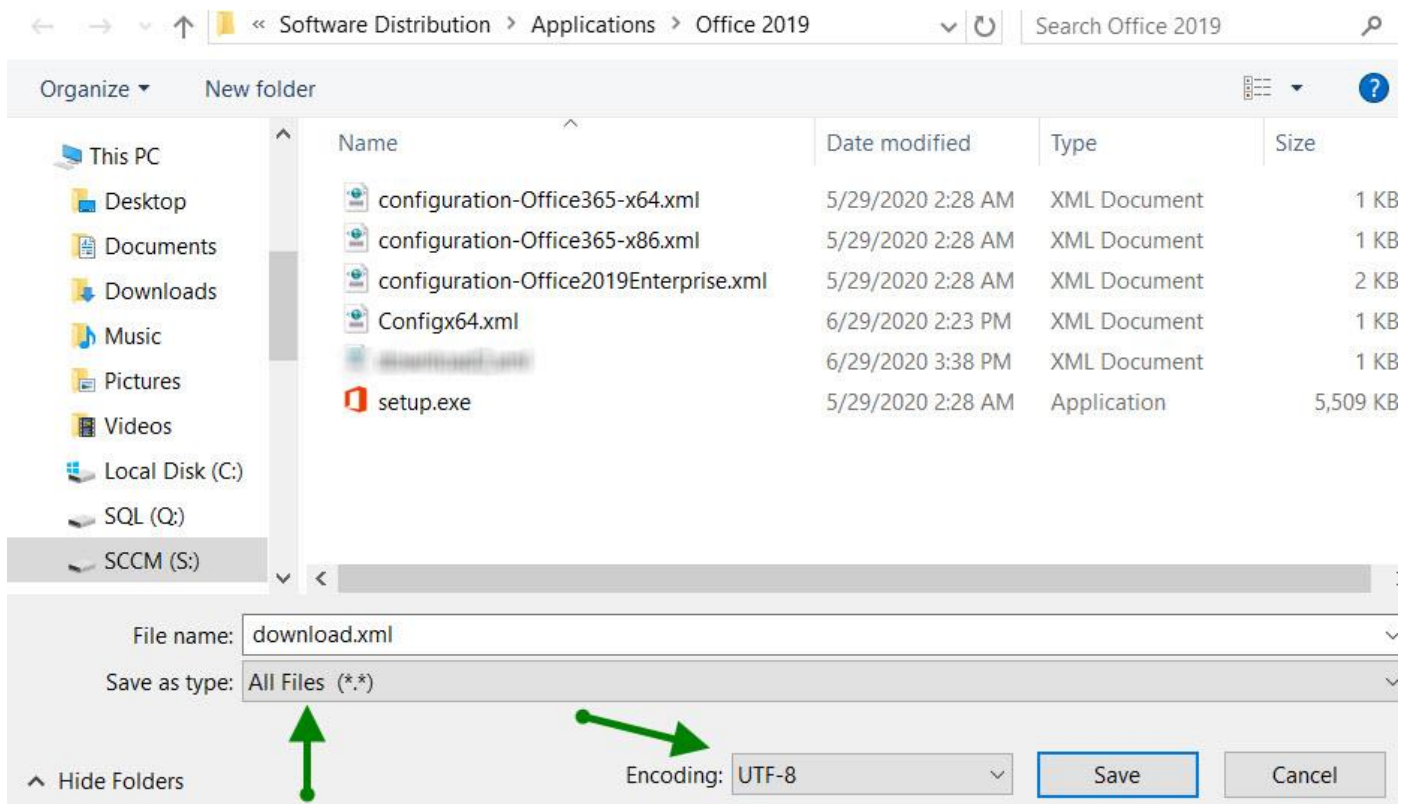
20. The .xml configuration we used the tool to create is below. We need to edit-add a path for the source files needed to be downloaded to and then save a new file called "Download.xml"

```
Configx64.xml - Notepad
File Edit Format View Help
<Configuration ID="821d732b-b947-4077-ae88-c8224bdd6e21">
  <Info Description="This configuration is for the Office Staff." />
  <Add OfficeClientEdition="64" Channel="PerpetualVL2019" OfficeMgmtCOM="TRUE">
    <Product ID="ProPlus2019Volume" PIDKEY="XXXXXXXXXX-XXXXXXXXXX-XXXXXXXXXX-XXXXXXXXXX" />
    <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>
```

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-PGY94-TV23B-6VMD">
      <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:\>cd "Software Distribution"

S:\Software Distribution>cd Applications

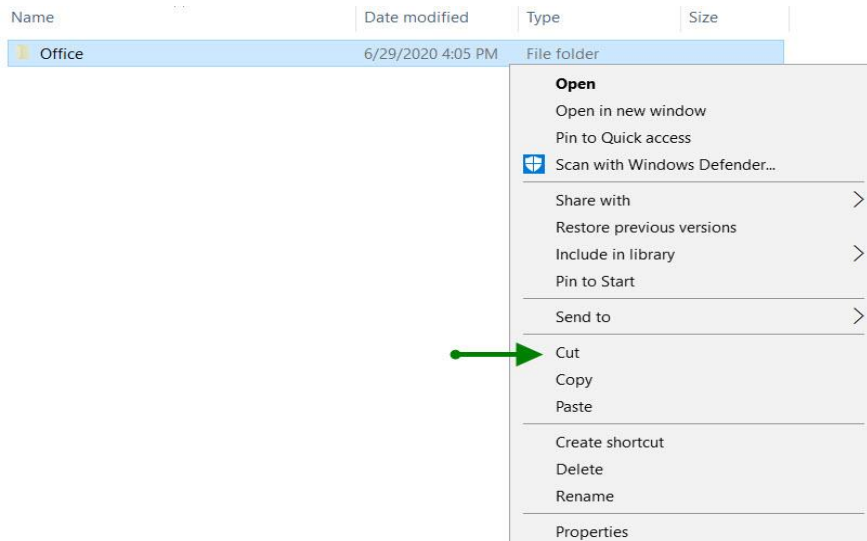
S:\Software Distribution\Applications>cd "Office 2019"

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

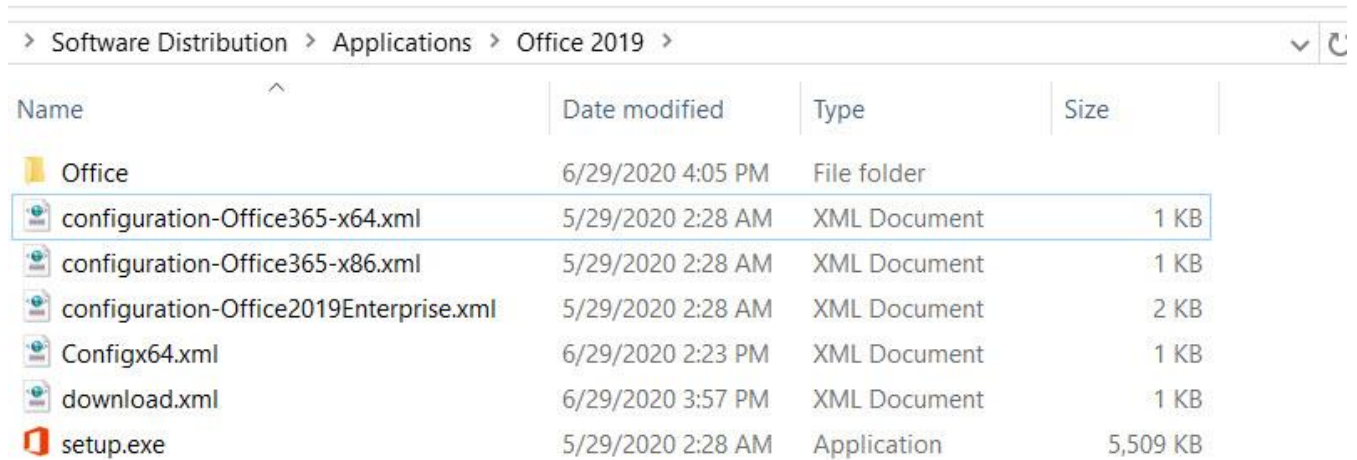
24. Inside of the "Office19" folder is an "Office" folder. Cut the "Office."



- 25.



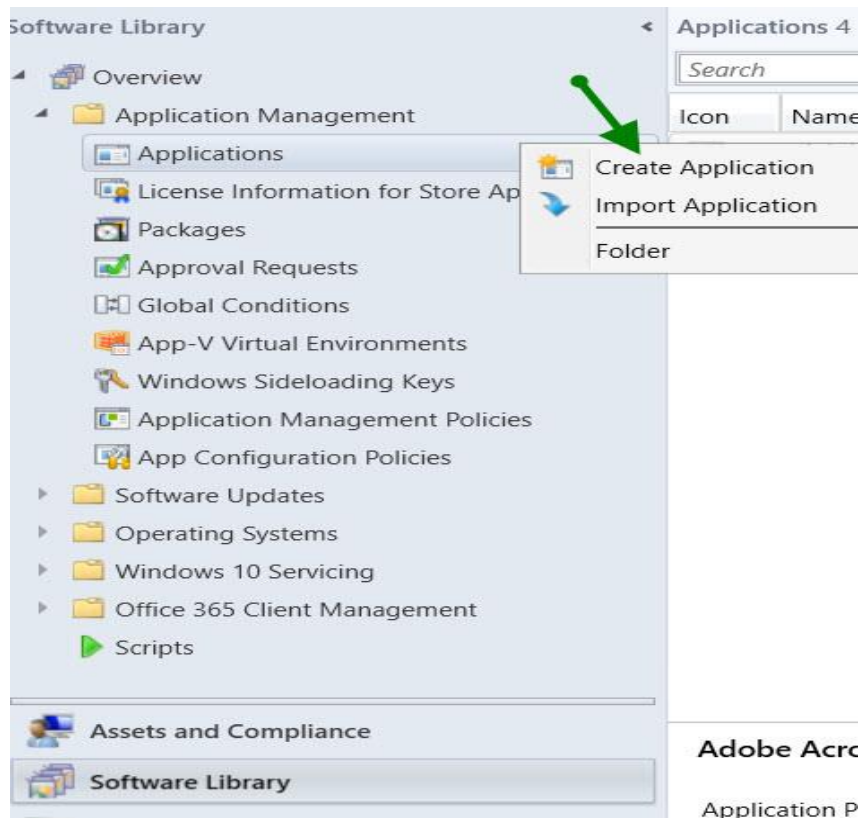
Paste the “Office” folder into the root “Office 2019” Folder where all of the other office files are located. Delete the Office19 folder the “office” folder was in. So now the contents of the Office 2019 Folder should look like this



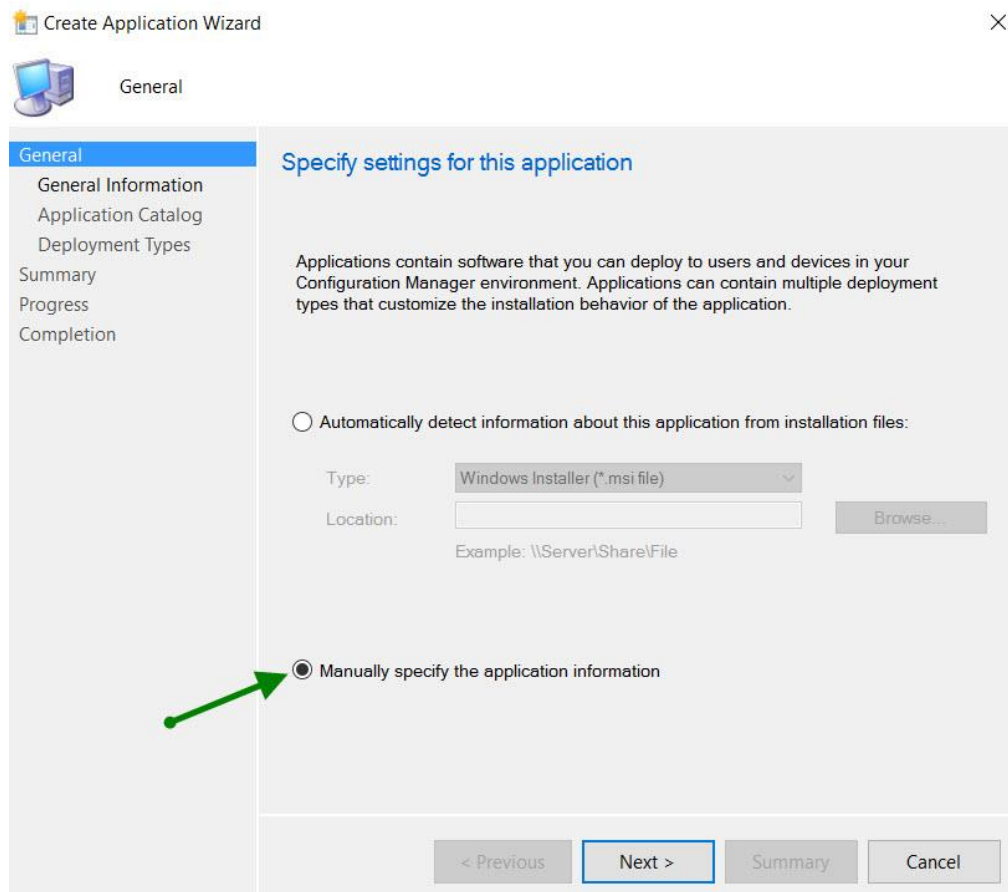
Name	Date modified	Type	Size
Office	6/29/2020 4:05 PM	File folder	
configuration-Office365-x64.xml	5/29/2020 2:28 AM	XML Document	1 KB
configuration-Office365-x86.xml	5/29/2020 2:28 AM	XML Document	1 KB
configuration-Office2019Enterprise.xml	5/29/2020 2:28 AM	XML Document	2 KB
Configx64.xml	6/29/2020 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**”

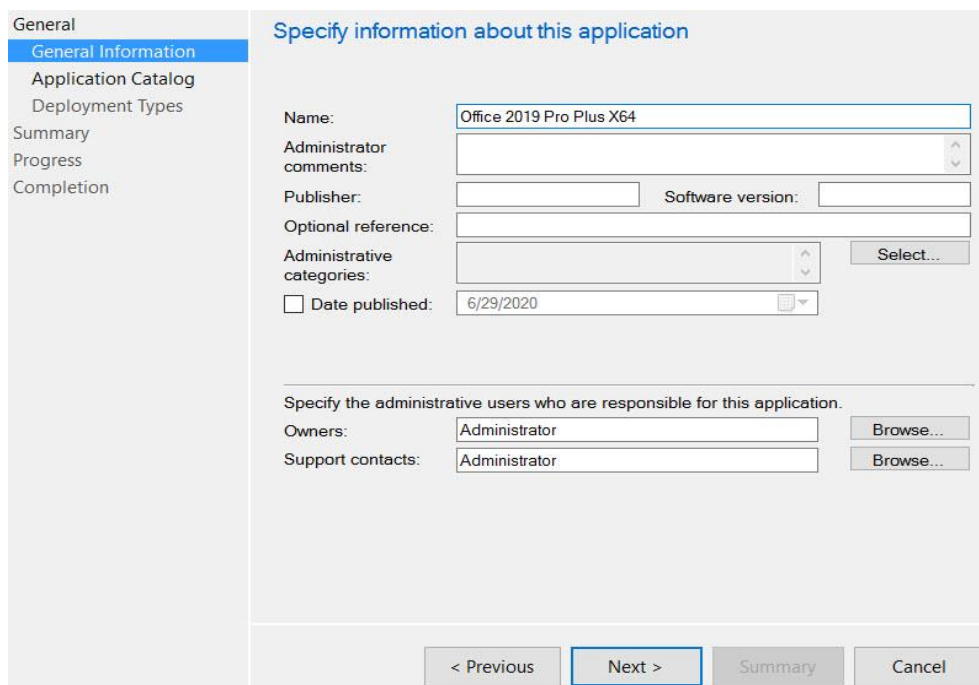


2. Choose “Manually specify the application information”



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

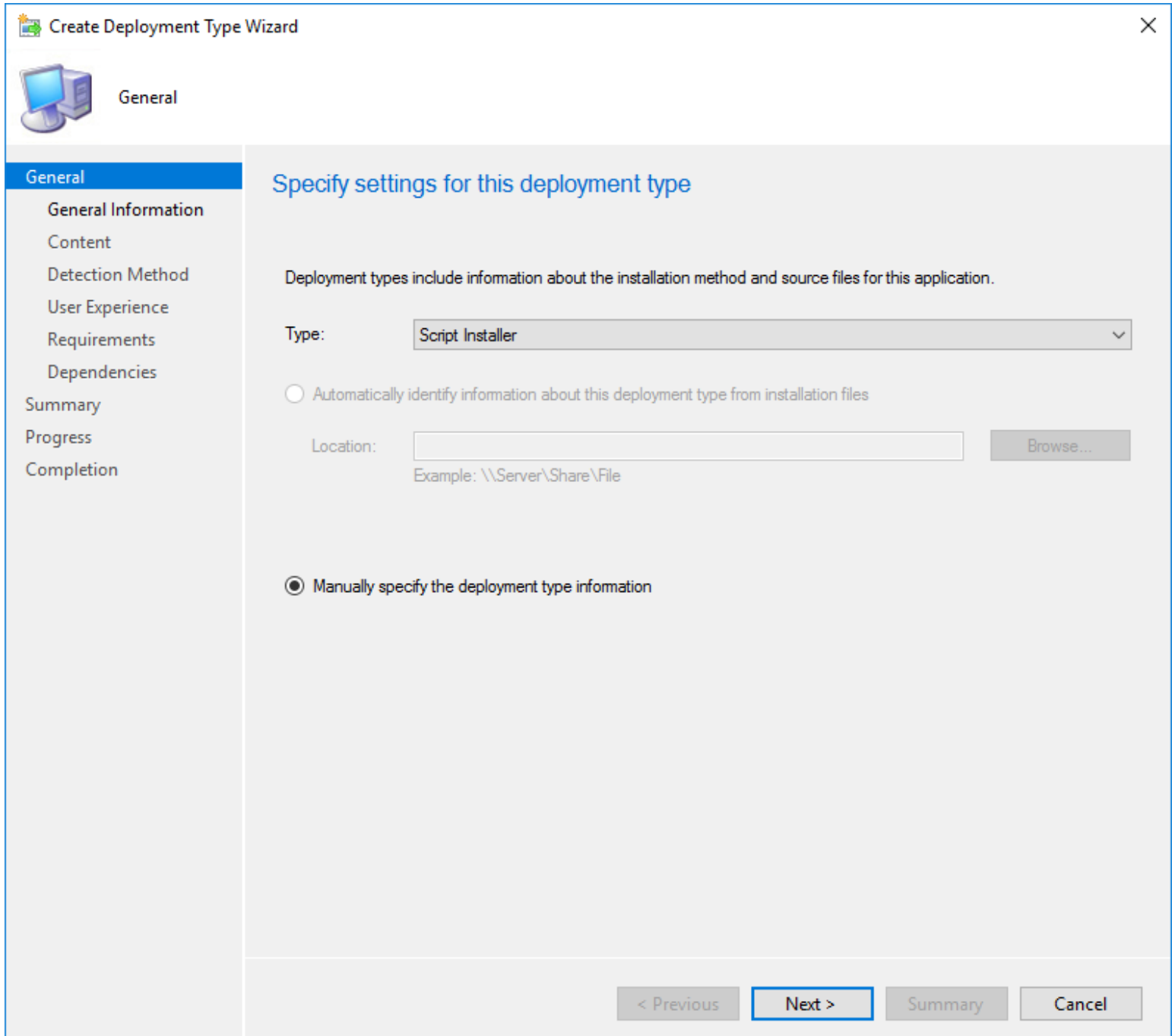
< Previous   Next >   Summary   Cancel

(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' and includes a close button (X). The left sidebar contains a list of tabs: General (selected), 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 descriptive text: '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 option: 'Automatically identify information about this deployment type from installation files' (unselected).
- A 'Location:' text box with an empty field and a 'Browse...' button to its right. Below the text box is an example path: 'Example: \\Server\Share\File'.
- A radio button option: 'Manually specify the deployment type information' (selected).

At the bottom of the dialog, there are four buttons: '< Previous' (disabled), 'Next >' (active/highlighted), 'Summary' (disabled), and 'Cancel' (disabled).

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:  Browse...

Persist content in the client cache

Specify the command used to install this content.

Installation program:  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.”

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:

Buttons: Add Clause..., Edit Clause..., Delete Clause, Group, Ungroup, Edit...

Navigation: < 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

The screenshot shows the 'Detection Rule' dialog box with the following configuration:

- Setting Type:** Registry
- 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

The 'OK' button is highlighted with a red rectangle.

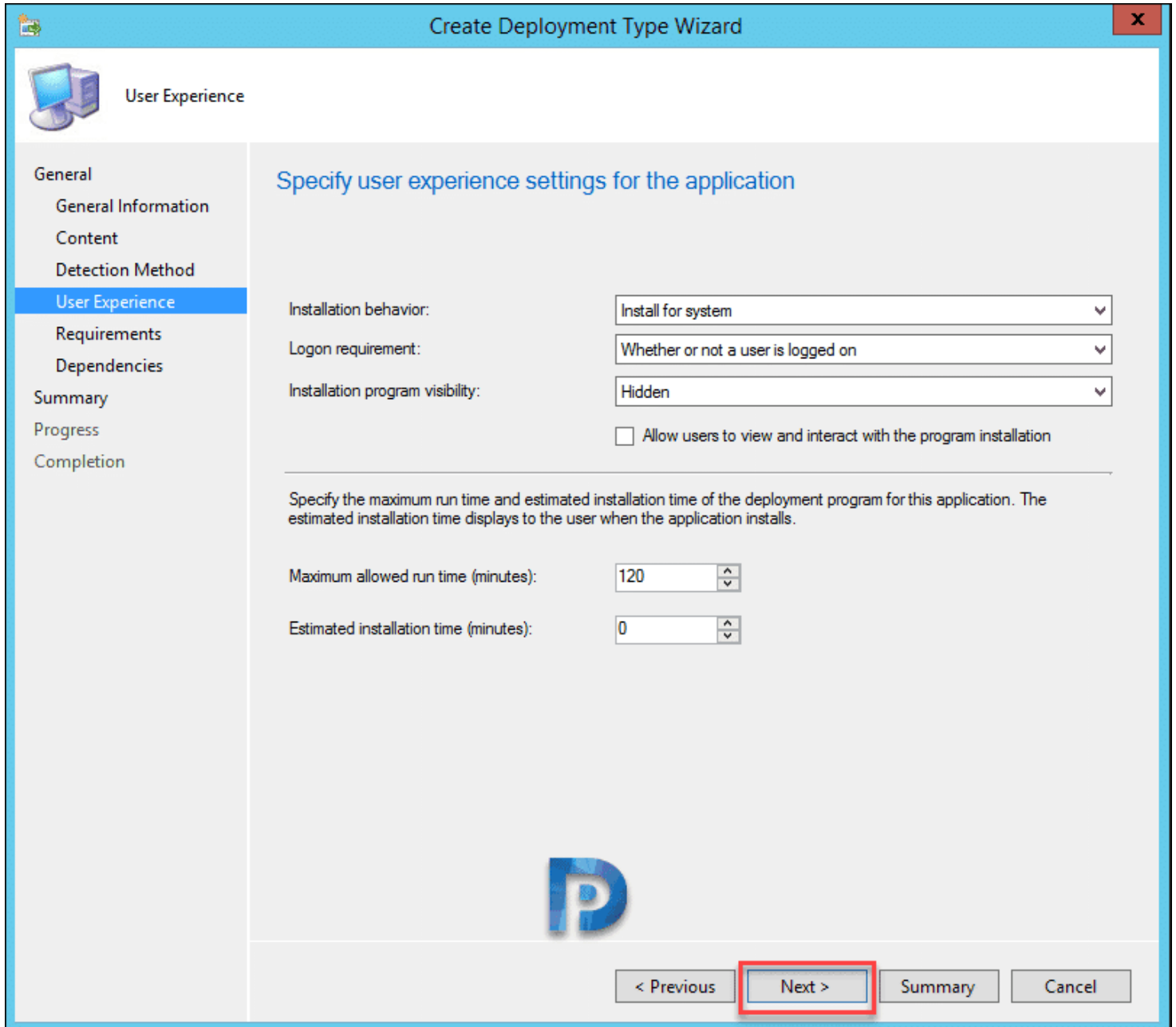
Click “Next”

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	

<

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.