



## Microsoft® Home Use Program

<b>Product/Service:</b>	Microsoft Office desktop programs
<b>Discount:</b>	Varies depending on item
<b>Deadline:</b>	Ongoing
<b>How to Obtain:</b>	Follow instructions below

**Take Office Home**  
for only **\$9.95**

The Department of Information Technology is happy to announce that Microsoft's newest office desktop program, Microsoft Office Enterprise 2007, is now available for Fulton County employees to purchase at a discounted rate under our Microsoft enterprise agreement's Home Use Program. This program gives Fulton County employees the opportunity to order a single copy of Microsoft Enterprise 2007, Office Project Standard 2007, Office Visio Professional 2007, or Office 2008 for Mac to install and use on a home computer for only \$9.95. The products included in Office Enterprise 2007 are Word, Excel, PowerPoint, Outlook, OneNote, Groove, Publisher, Access 2007, and InfoPath. We encourage you to take advantage of this opportunity and participate in the Home Use Program if you have a PC at home.

**Note:** Once you make your purchase, you may use this software while you are under Fulton County employment; however, should you leave Fulton County, you must remove it from your system.

To access the Microsoft Home Use Program website and purchase this software, please follow the steps below and have your credit card information available:

- 1) Go to <http://www.microsoft.com/hupus/chooser.aspx>
- 2) Select your country and language to view the website.
- 3) Type in your Fulton County work email address and program code: **2768DE377A** then submit.

**Note:** This program code is assigned to Fulton County Government Employees ONLY for our sole use in accessing this site. You may not share this number with anyone outside of our organization.

- 4) Your browser will refresh with a message concerning an email confirmation.
- 5) Microsoft will then automatically send you an email with an embedded "Buy Now" link that redirects you to a secure site where you can order the Home Use Program licensed software. You may need to download the associated pictures to get the full rendition of the email.
- 6) Orders placed online will be shipped to the location you have chosen.

If you have any questions or concerns, please contact via email  
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