Intel AppUpsM Small Business Service

Built on the Intel[®] Hybrid Cloud Platform

Initial Setup Guide – Microsoft* Office Standard 2010

Revised 6/5/2012

This guide is intended to identify the steps required to install this software on the Intel[®] Hybrid Cloud platform, and does not replace the manufacturer's instructions. Before completing the instructions below, you will need to install the respective software on the server using the Store feature in the Intel[®] Hybrid Cloud Management Portal (<u>https://hybridcloud.intel.com</u>).

LICENSE ALERT: Purchased keys may not be used on this product.

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Product Version and Dependencies

Microsoft* Office 2010 Standard can be downloaded and installed on any Windows*-based Intel[®] Hybrid Cloud appliance.

Download / Install / Uninstall

Download and Install

- 1. Go to the Intel AppUpSM Small Business Service Store at <u>https://store.intelhybridcloud.com</u>.
- 2. Log in using your ID and password.
- 3. Search for and select **Microsoft Office Standard 2010**.
- 4. Select the Intel[®] Hybrid Cloud server.
- 5. Click Add to Order.
- 6. Complete the ordering process.

NOTE: The appliance will download within 24 hours.

Microsoft Office Standard 2010 installs automatically.

Uninstall

- 1. Log in to the Intel[®] Hybrid Cloud Server Manager.
- 2. Click the **Appliances** button Appliances to open the Appliances page.

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- 3. Select the appliance on which Microsoft Office Standard 2010 is installed.
- 4. If the appliance status is "Stopped," click the **Start** button.
- 5. Select the **Application** tab.
- 6. Select Microsoft Office Standard 2010.
- 7. Click the **Uninstall** button.

How to Connect to the Appliance/Application

- 1. Log in to the Intel Hybrid Cloud Server Manager.
- 2. Click the **Appliances** button Appliances to open the Appliances page.
- 3. Select the appliance on which Microsoft Office Standard 2010 is installed.
- 4. If the appliance status is "Stopped," click the **Start** button.
- 5. Select the **Console** tab to open the Console page.
- 6. Click the **Launch** button **Launch** next to VNC Console to open the VNC window.
- 7. Enter information and credentials in the required fields and then log in to the appliance.
- 8. Select Start > All Programs > Microsoft Office Standard 2010.

Licenses / Configuration

Microsoft Office Standard 2010 license installs automatically.

Troubleshooting

Technical Support

- For questions pertaining to this guide, contact Intel Customer Support: <u>http://www.intel.com/support/progserv/appupsbs/hybrid/sb/CS-032313.htm</u>
- In the event that you (the Managed Service Provider) are unable to resolve a technical support issue by providing first level support for the Software, you may obtain second level support from the help desk of the Software manufacturer, pursuant to the terms and conditions accompanying the Software. Technical Support contact information is provided at the following location:
 - http://www.intel.com/support/progserv/appupsbs/hybrid/sb/CS-032313.htm#Software
- Intel[®] Hybrid Cloud Platform User Guide <u>http://www.intel.com/support/motherboards/server/hybrid/sb/CS-031729.htm</u>
- Appliance & Application Initial Setup Guides
 <u>http://www.intel.com/support/progserv/appupsbs/hybrid/sb/CS-032880.htm</u>