

# Windows - Microsoft Office Repair Process

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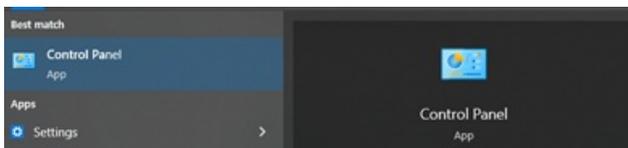
## Introduction:

- An Article outlining the process for repairing Microsoft Office to try and correct any errors appearing within any of the Office applications

## Steps:

Note: Before starting Save and close all open documents that are in Word, Excel, Outlook or any other Microsoft Applications.

1. Open Start Menu
2. Type Control Panel
3. Click Control Panel to Open it



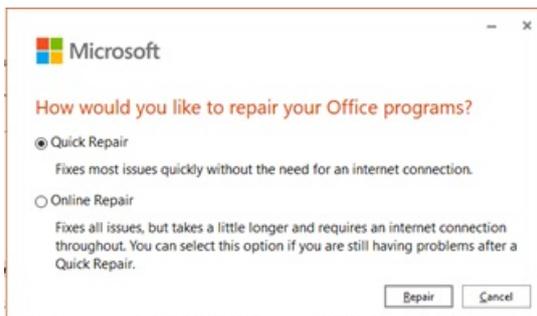
4. Click Programs and Features



5. Find Microsoft Office [Year] or Microsoft 365 Apps

Microsoft 365 Apps for enterprise - en-us	Microsoft Corporation	21/07/2022	16.0.15330.20264

6. Right Click on it and Select Change



7. Select Either of the Repair Options and Click repair.
8. Allow this to complete.
9. Test and confirm if this issue has been resolved.

## Additional Information:

- During this process if any Office applications are open the repair wizard will prompt to save and close these should you have forgotten.