

Your Microsoft License Will Be Updated in two Weeks

Hello Kurt,

Our data suggest that you are an infrequent user of Microsoft Office applications such as Word, Excel, and PowerPoint. As a result, **you will be issued an online-only license** that reflects your usage. Please continue using the Office icons on your desktop or start menu to access office applications, as these links will now take you to the online versions found on [Office.com](#).

Although this new license is a change from what you have today, **we have ensured that the features you have been using are included in your updated license.**

Based on your usage, we have designated the following capabilities for your new license, including Microsoft Office Online, Outlook Online, Office Mobile, Teams, OneDrive, SharePoint, and more. For a full breakdown of what is offered in your Microsoft license, please refer to the [Microsoft Licensing ITforMe page](#) for more information.

No further action is required as it relates to this change.

Please Note

If you believe this change has been done in error and would like to continue with your current license, [please click here](#) to let us know.

Not using specific programs or services available in your license over a period of 90 days may result in a license change to reflect usage.

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