

## Microsoft Home Use Program Now available

As a Victoria University staff member you are now eligible to participate in Microsoft's Software Assurance Home Use Program (HUP). This program enables you to get a licensed copy of most Microsoft Office desktop PC applications to install and use on your home computer.

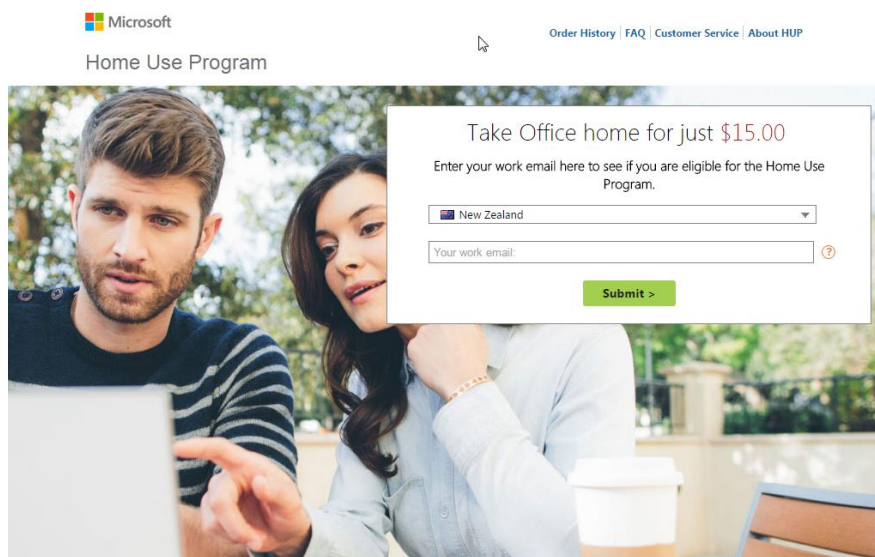
Under the Home Use Program, you and our other employees who are users of qualifying applications at work (e.g. Office Enterprise) may acquire a licensed copy of the corresponding Home Use Program software to install and use on a home computer. You may continue using HUP software while you are employed at Victoria University of Wellington and as long as the corresponding software you use at work has active Software Assurance coverage.

Please note that some product and language versions may not be available at the time you place an order. For up-to-date information on the availability of Home Use Program software, please visit:

<http://www.microsofthup.com/hupnz/faq.aspx?culture=en-NZ>

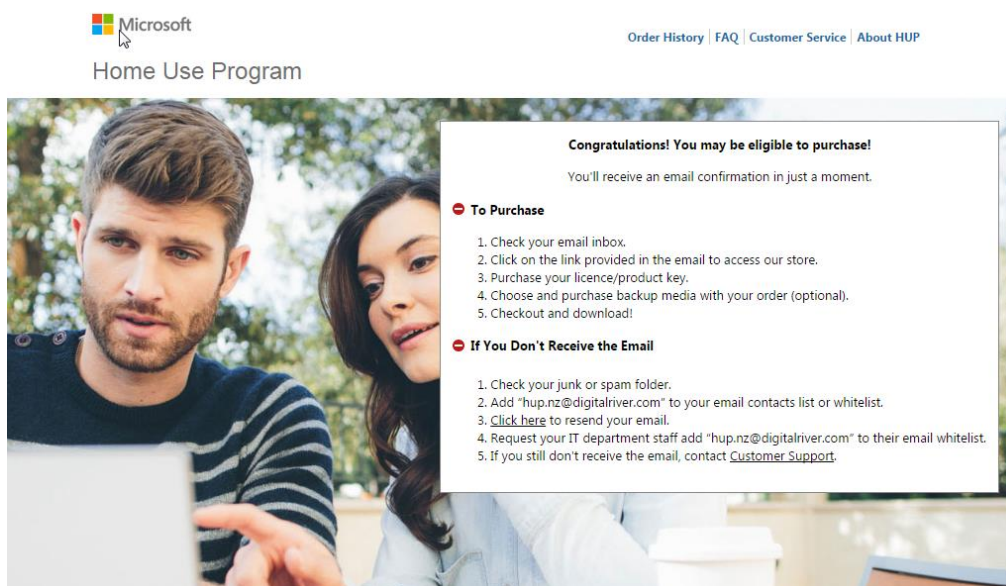
### To access the Microsoft Home Use Program Web site:

Go to [http://www.microsofthup.com/hupnz/home.aspx?country\\_id=NZ](http://www.microsofthup.com/hupnz/home.aspx?country_id=NZ) and the following screen should appear.



The screenshot shows the Microsoft Home Use Program website. At the top, there is a Microsoft logo and the text "Home Use Program". To the right, there are links for "Order History", "FAQ", "Customer Service", and "About HUP". The main content area features a large image of a man and a woman looking at a laptop. Overlaid on this image is a white box with the heading "Take Office home for just \$15.00". Below the heading, it says "Enter your work email here to see if you are eligible for the Home Use Program." There is a dropdown menu set to "New Zealand" and a text input field labeled "Your work email:". A green "Submit >" button is at the bottom of the form.

Enter your corporate e-mail address and click submit. After submitting the following confirmation screen should be displayed.



The screenshot shows the Microsoft Home Use Program website after submission. At the top, there is a Microsoft logo and the text "Home Use Program". To the right, there are links for "Order History", "FAQ", "Customer Service", and "About HUP". The main content area features a large image of a man and a woman looking at a laptop. Overlaid on this image is a white box with the heading "Congratulations! You may be eligible to purchase!". Below the heading, it says "You'll receive an email confirmation in just a moment." There are two sections: "To Purchase" and "If You Don't Receive the Email".

- To Purchase**
  1. Check your email inbox.
  2. Click on the link provided in the email to access our store.
  3. Purchase your licence/product key.
  4. Choose and purchase backup media with your order (optional).
  5. Checkout and download!
- If You Don't Receive the Email**
  1. Check your junk or spam folder.
  2. Add "hup.nz@digitalriver.com" to your email contacts list or whitelist.
  3. [Click here](#) to resend your email.
  4. Request your IT department staff add "hup.nz@digitalriver.com" to their email whitelist.
  5. If you still don't receive the email, contact [Customer Support](#).

Please check your email inbox for the message shown below. Follow the instructions to purchase and install the products you want to buy.



## Home Use Program

[About HUP](#) | [FAQ](#) | [Customer Service](#)



### Congratulations!

You are qualified to purchase from the Home Use Program.

**Buy Now**

1. Click on the "Buy Now" button.
2. Purchase your product.
3. Install the software on your personal device.

[Do not forward - this email contains your personal account information.](#)

Participants are eligible to purchase one or more of the following Office products.

Availability depends on the organization's Microsoft licensing agreement.



Office Professional Plus 2016



Office Home and Business 2016 for Mac



Visio Professional 2016



Project Professional 2016

Microsoft respects your privacy. Review our online [Privacy Statement](#).

Microsoft

Microsoft Corporation  
One Microsoft Way  
Redmond, WA, USA 98052

Please make sure you choose **Office Home and Business 2016 for Mac** if you have an **Apple computer**.