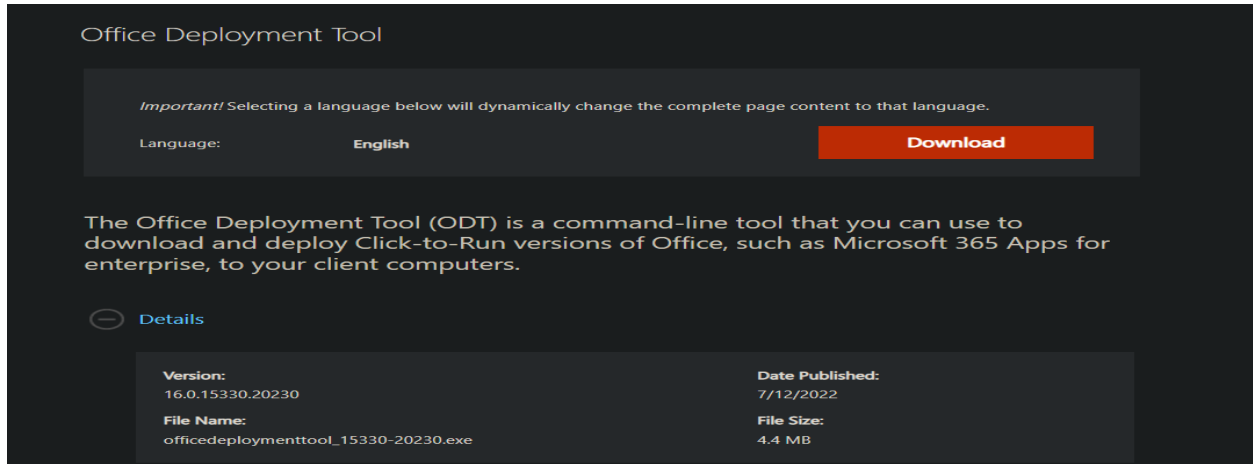


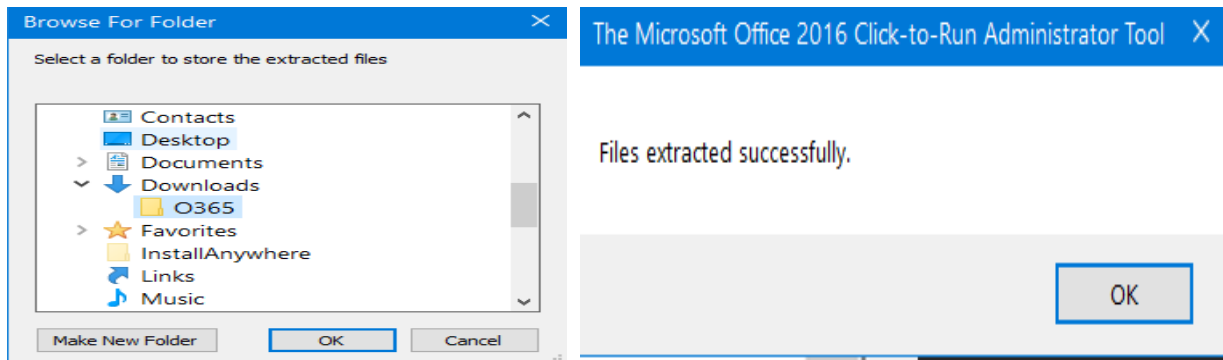
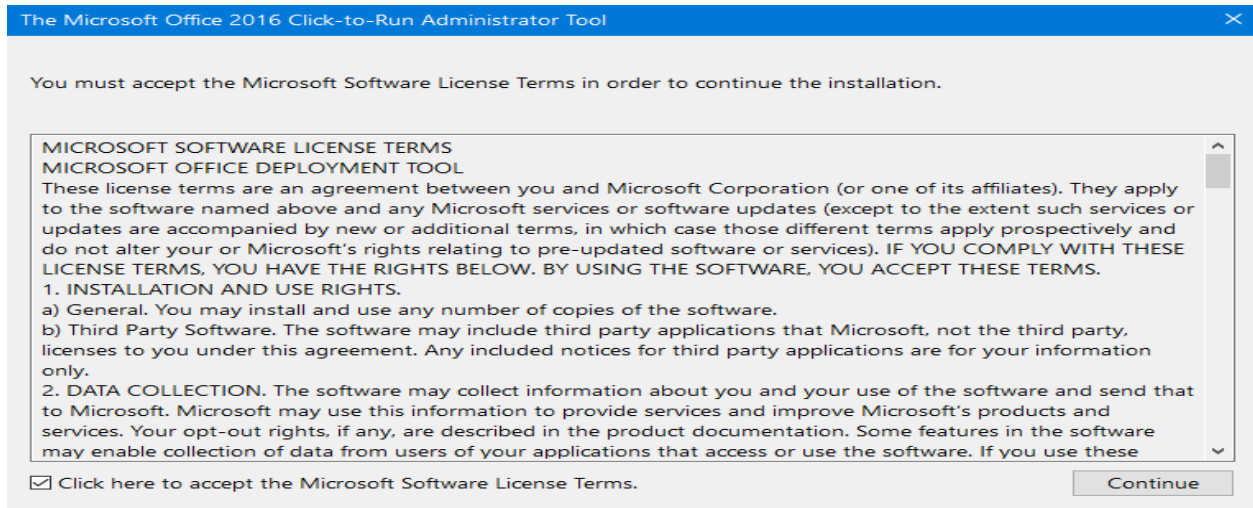
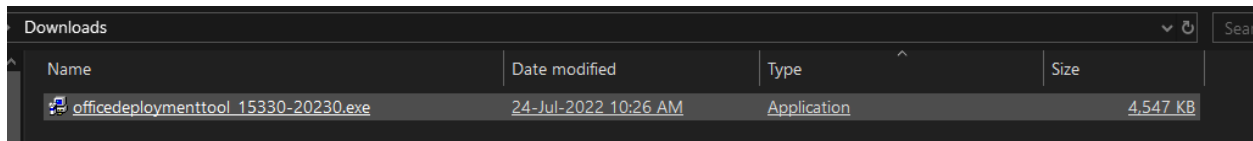
How to use Office Deployment Tool

In this post, I am going to download and configure ODT for Office 365. You can download the tool from here - <https://www.microsoft.com/en-us/download/details.aspx?id=49117>

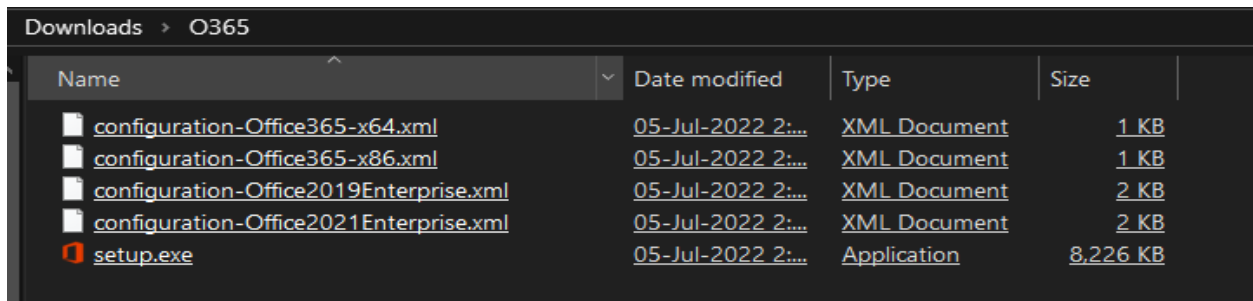


If you want to know more about ODT - <https://docs.microsoft.com/en-us/DeployOffice/overview-office-deployment-tool>

Let me run the exe file



Now go to the folder and see what it contains.



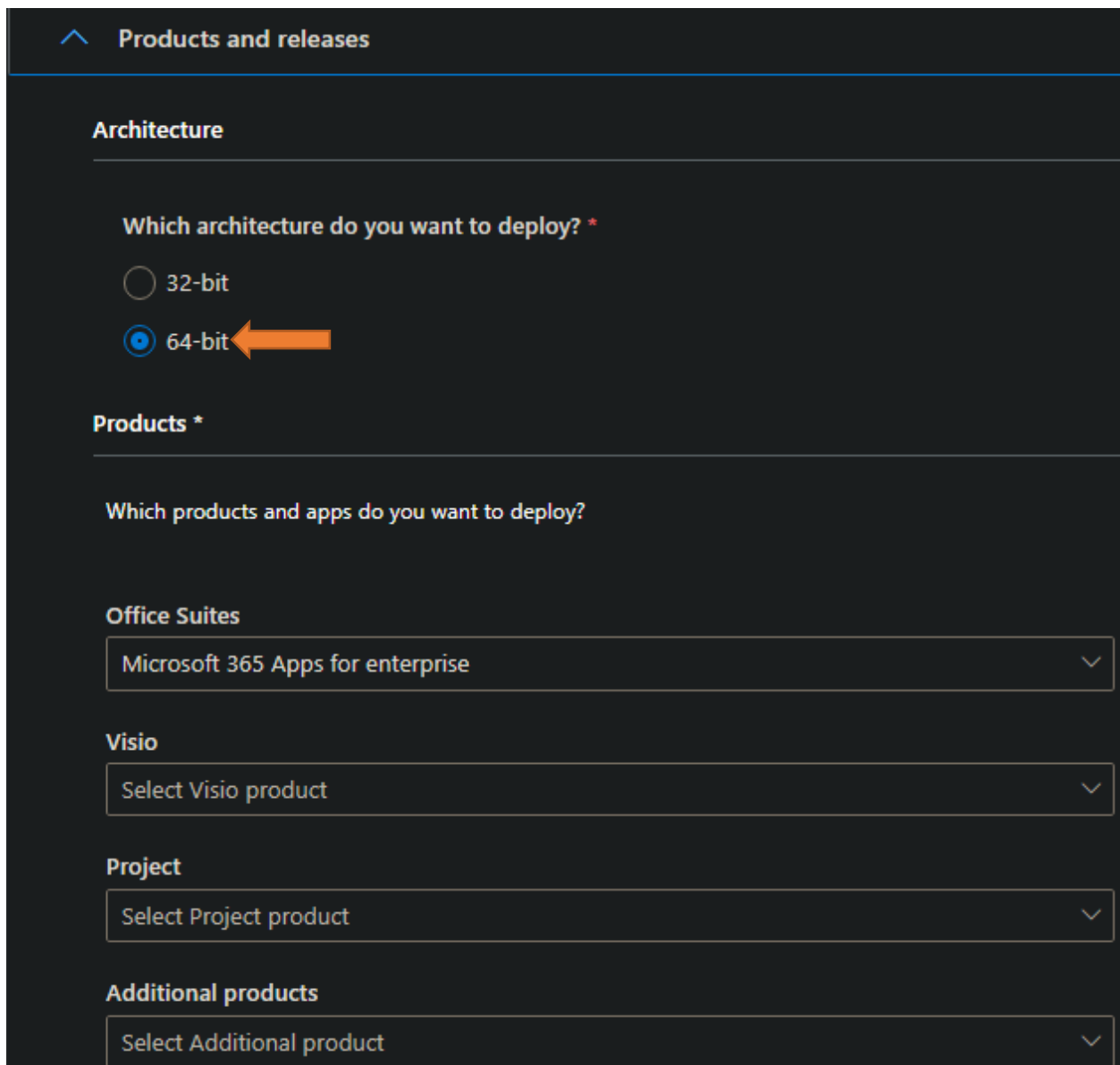
Name	Date modified	Type	Size
configuration-Office365-x64.xml	05-Jul-2022 2:...	XML Document	1 KB
configuration-Office365-x86.xml	05-Jul-2022 2:...	XML Document	1 KB
configuration-Office2019Enterprise.xml	05-Jul-2022 2:...	XML Document	2 KB
configuration-Office2021Enterprise.xml	05-Jul-2022 2:...	XML Document	2 KB
setup.exe	05-Jul-2022 2:...	Application	8,226 KB

It has all the configuration files that we can use for O365 deployment. Now it is time to download the source files, so we can use network share for workstation deployment through MDT.

We will visit this link to customize Office to our requirement. This will be used later as a config file for download/deployment.

<https://config.office.com/deploymentsettings>

I am going to chose 64 bit version. We can configure many settings detailed below:




Products and releases

Architecture

Which architecture do you want to deploy? *

32-bit

64-bit 

Products *

Which products and apps do you want to deploy?

Office Suites

Microsoft 365 Apps for enterprise

Visio

Select Visio product

Project

Select Project product

Additional products

Select Additional product

Update channel

[Learn more about update channels](#)

Select the update channel

Monthly Enterprise Channel

Select the version

2205.15225.20356

Apps

Turn apps on or off to include or exclude them from being deployed

Access On

OneDrive (Groove) Off

OneDrive Desktop On

Outlook On

Publisher On

Word On

Excel On

Skype for Business Off

OneNote On

PowerPoint On

Teams On

Features

Background service for Microsoft Search in Bing

On

[Learn more about Microsoft Search in Bing](#)

Next

Language

Languages

Select primary language *

English (United States)

Select additional languages

Select additional languages

Add

Select additional proofing tools

Select additional proofing tools

Add

Next

You can change the network share path according to your needs.

Installation ✓

Installation options

[Learn more about installation options](#)

Where do you want to deploy Office from?

Office Content Delivery Network (CDN)

Local source

Source path

Fallback to the CDN for missing languages

Microsoft Endpoint Configuration Manager

Show installation to user On

Shut down running applications Off

[Next](#)

Update and upgrade ✓

Update and upgrade options

Where do you want to deploy updates from?

Office Content Delivery Network (CDN)

Local source

Update path

Microsoft Endpoint Configuration Manager

Automatically check for updates On

Upgrade options

Uninstall any MSI versions of Office, including Visio and Project On

[Learn more about removing MSI versions of Office when you upgrade](#)

Uninstall Visio On

Uninstall Project On

Uninstall SharePoint Designer On

Uninstall InfoPath On

For uninstalled MSI versions of Office, install the same languages On

Automatically upgrade to the selected architecture On

[Learn more about switching architectures during an upgrade](#)

Next

^ Licensing and activation ✓

Automatically accept the EULA On

①

Please Note:
signed up for the subscription and by which you acquired a license for the software. For instance, if you are:

- a volume license customer, use of this software is subject to your volume license agreement.
- a Microsoft Online Subscription customer, use of this software is subject to the Microsoft Online Subscription agreement.

You may not use the service or software if you have not validly acquired a license from Microsoft or its licensed distributors.

Product key

① Product key settings only apply to volume licensed products and suites

Product activation

User based [Learn more about user based licensing](#)

Shared Computer [Learn more about shared computer activation](#)

Allow the licensing token to roam

Network, local, or HTTP path

Device based [Learn more about device based licensing](#)

Next

^ General ✓

General

Provide your organization name to set the Company property on Office documents

ONTARIO SECURITIES COMMISSION

Provide a description for this configuration for documentation purposes

Next

For Application Preferences – I will just take the default. If you want complete control on how O365 is deployed check out each tab and configure to your company requirement.

Application preferences

Search for a setting by name

Show only: Word X Word Options File Tab Japanese Find Review Tab Collaboration Settings Miscellaneous

App	Setting	Status
Word	Check for accessibility issues while editing	
Word	Enable Live Preview	
Word	Show Mini Toolbar on selection	
Word	Deletions color	
Word	Insertions color	
Word	Ignore White Space	
Word	Compare resulting document	
Word	Balloons	
Word	Table compare colors	
Word	Writing style	
Word	Delay before starting background spelling checker	
Word	Delay before starting other proofing tools	
Word	Correct TWo INitial CApitals	
Word	Capitalize first letter of sentence	
Word	Capitalize names of days	

Finish

Below is our final configuration that can be exported for later use.

Configured settings

General

Provide your organization name to set the Company property on Office documents **ONTARIO SECURITIES CO...**

Provide a description for this configuration for documentation purposes *Not configured*

Products

Architecture	64-bit	
Microsoft 365 Apps for enterprise		×
Update channel	Monthly Enterprise Chan...	
Version to deploy	2205.15225.20356	
Excluded Applications:		
OneDrive (Groove)		×
Skype for Business		×

Languages

English (United States) --Primary	Full
-----------------------------------	------

Installation options


Source path	\\dc\myshare	×
Fallback to CDN	On	
Show installation to user	Full	
Shut down running applications	Off	

Update and upgrade options

Update path	\\dc\myshare
Automatically check for updates	On
Remove MSI products	On
Match MSI products languages	On
Automatically upgrade to the selected architecture	On

Licensing and activation

Product key	User Activation
Accept EULA	On
User based activation	On



Import **Export** **Reset**

Default File Format



Since Microsoft Office 2013, support has been added for opening and saving files in the OpenDocument Format (ODF). You can customize the deployment configuration to specify the format you would like as the user's default.

Keep Current Settings

Choose this option to keep the current settings for this deployment configuration.

Word - Not configured

Excel - Not configured

PowerPoint - Not configured

Office Open XML formats

Choose this option to set the user's defaults for Word, Excel, and PowerPoint to the file format designed to support all the features of Microsoft Office.

[Learn more](#)

OpenDocument formats

Choose this option to set the user's defaults to use the ODF file formats designed to support the features of third-party productivity applications that also implement ODF. Many features of Microsoft Office are supported by ODF but some content or editability may be lost upon save.

[Learn more about the level of support by ODF for Microsoft Office features](#)

Note: You can use Group Policy or the [Office Cloud Policy Service](#) to manage this setting for all users. [Learn more about the differences between formats](#)

OK

Export configuration to XML

To export the file, you must accept the terms of the End User License Agreement (EULA).

MICROSOFT SOFTWARE LICENSE TERMS

MICROSOFT OFFICE CUSTOMIZATION TOOL FOR CLICK-TO-RUN

These license terms are an agreement between you and Microsoft Corporation (or one of its affiliates). They apply to the software named above and any Microsoft services or software updates (except to the extent such services or updates are accompanied by new or additional terms, in which case those different terms apply prospectively and do not alter your or Microsoft's rights relating to pre-updated software or services). IF YOU COMPLY WITH THESE LICENSE TERMS, YOU HAVE THE RIGHTS BELOW. BY USING THE SOFTWARE, YOU ACCEPT THESE TERMS.

I accept the terms in the license agreement

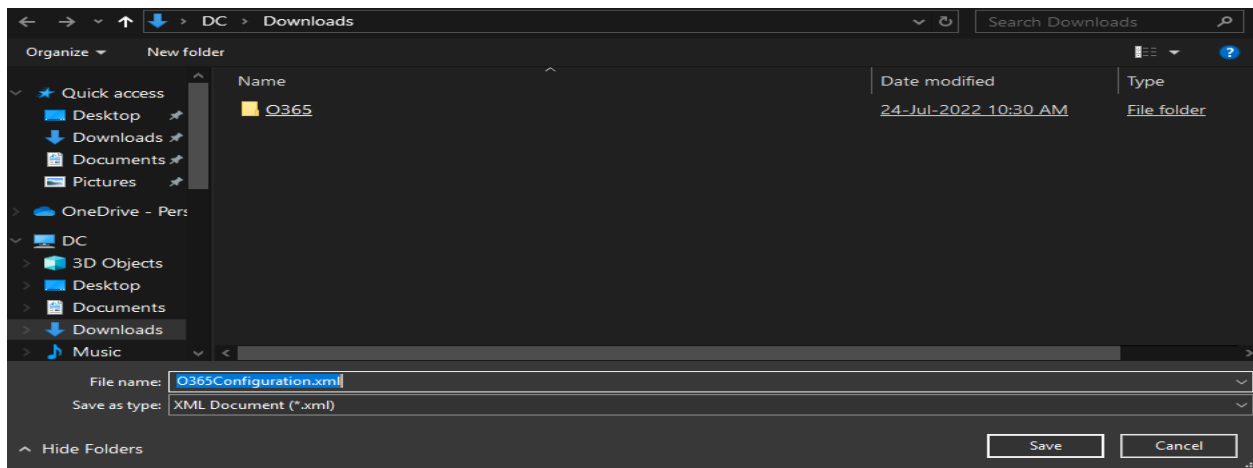
File Name *

O365Configuration

Export

Cancel

Note: Before using the Office Deployment Tool to download or install Office, we recommend making sure you have the latest version. [Click here to download the latest version.](#)



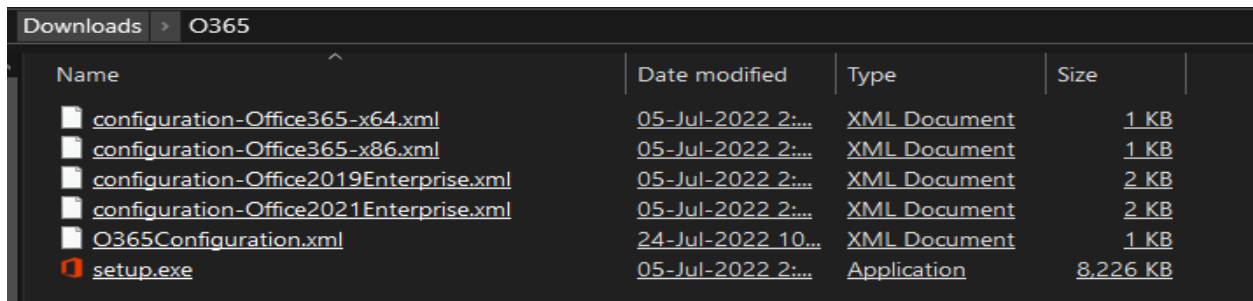
The final configuration is below. This configuration can be edited to your requirement.

```

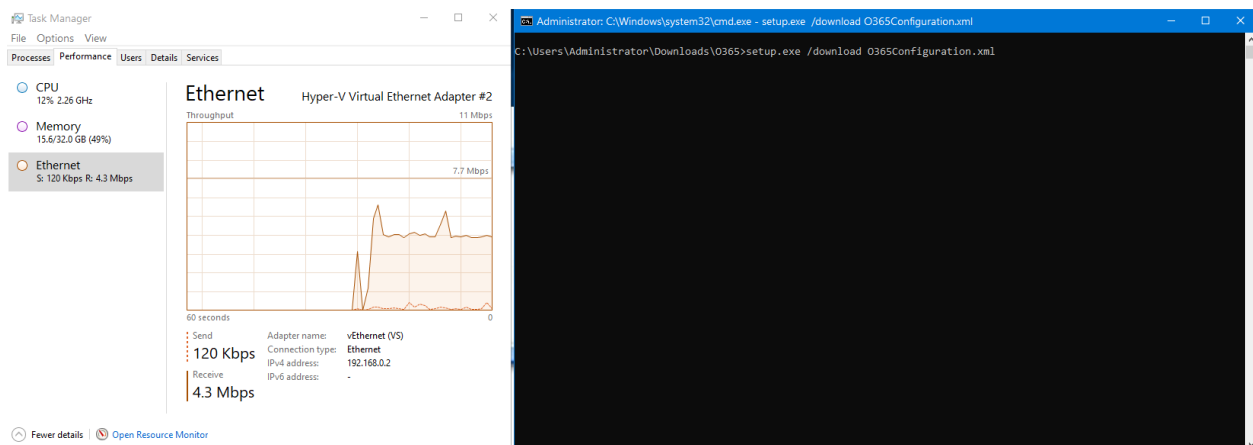
O365Configuration.xml - Notepad
File Edit Format View Help
<Configuration ID="6248c274-a560-4662-a14f-4ef94142be28">
  <Add OfficeClientEdition="64" Channel="MonthlyEnterprise" SourcePath="\\dc\myshare" Version="16.0.15225.20356"
  AllowCdnFallback="TRUE" MigrateArch="TRUE">
    <Product ID="O365ProPlusRetail">
      <Language ID="en-us" />
      <Language ID="MatchPreviousMSI" />
      <ExcludeApp ID="Groove" />
      <ExcludeApp ID="Lync" />
    </Product>
  </Add>
  <Updates Enabled="TRUE" UpdatePath="\\dc\myshare" />
  <RemoveMSI />
  <AppSettings>
    <Setup Name="Company" Value="ONTARIO SECURITIES COMMISSION" />
  </AppSettings>
  <Display Level="Full" AcceptEULA="TRUE" />
</Configuration>

```

Now we can download the source files to perform the install.



Open CMD as Administrator and run this command to download source files – setup.exe /download O365Cofiguration.xml

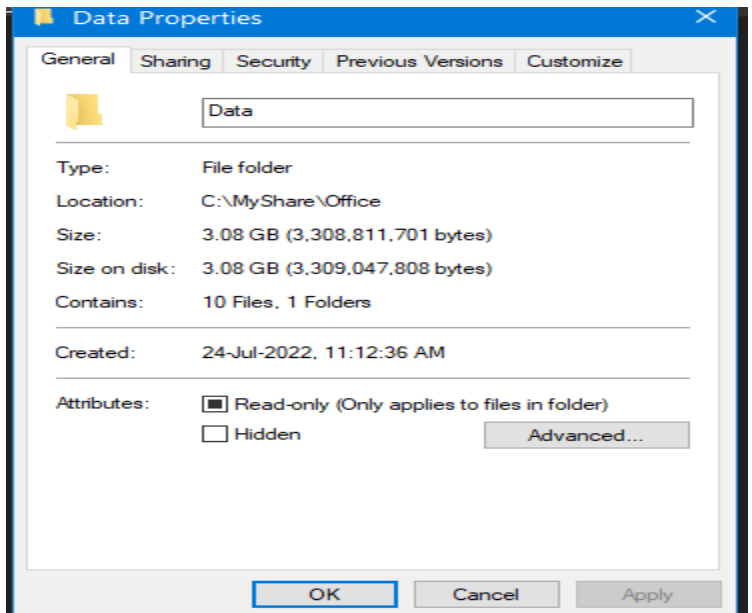


The download can take 30-45 minutes to complete. Once done you have all the files to perform the install through MDT task sequence.

Once the download is complete you will see this screen.

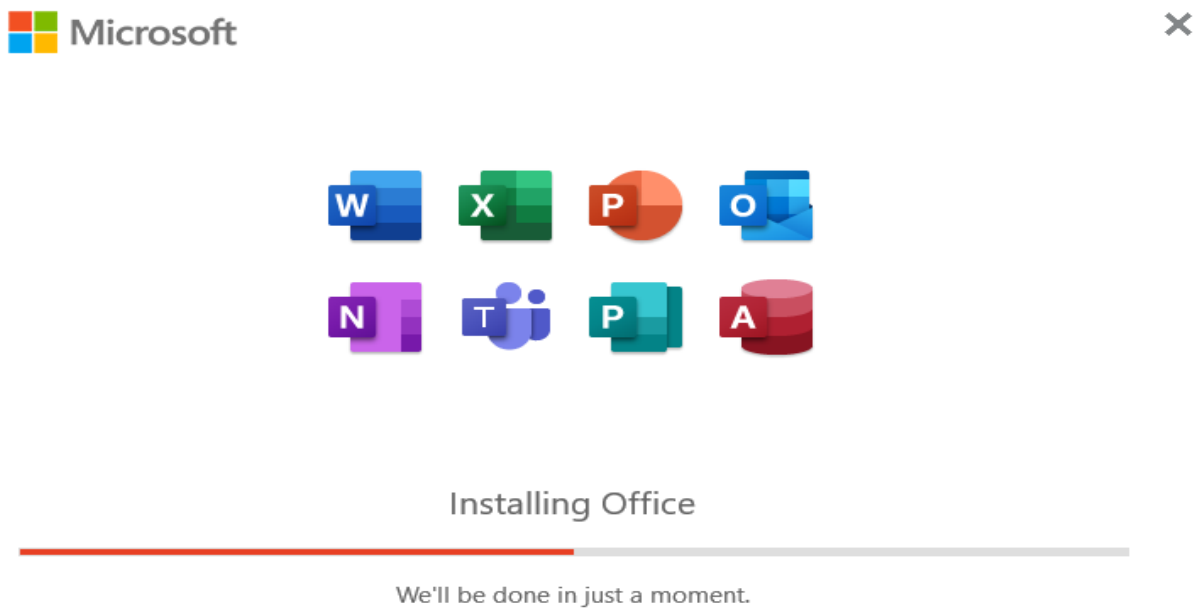
```
C:\> Administrator: C:\Windows\system32\cmd.exe  
C:\Users\Administrator\Downloads\O365>setup.exe /download O365Configuration.xml  
C:\Users\Administrator\Downloads\O365>
```

Name	Date modified	Type	Size
Data	24-Jul-2022 11:12 AM	File folder	



If you want to install manually copy the folder to the workstation and run below command.

setup.exe /configure O365Configuration.xml





Microsoft

You're all set! Office is installed now

Close

Recommended



Word
Recently added



PowerPoint
Recently added



OneNote
Recently added



Publisher
Recently added



Access
Recently added



Excel
Recently added

Product Information



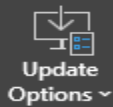
Activation Required

Microsoft 365 Apps for enterprise

This product contains



⚠ On 29-Jul-2022, most features of Word will be disabled.



Office Updates

Updates are automatically downloaded and installed.



About Word

About Word

Learn more about Word, Support, Product ID, and Copyright information.

Version 2205 (Build 15225.20356 Click-to-Run)

Monthly Enterprise Channel



What's New

What's New

See the most recently installed updates.

Once O365 is installed you can open and use all the applications. This concludes ODT steps.

Thanks

Ram

24th Jul 2022