How to Uninstall Microsoft Office
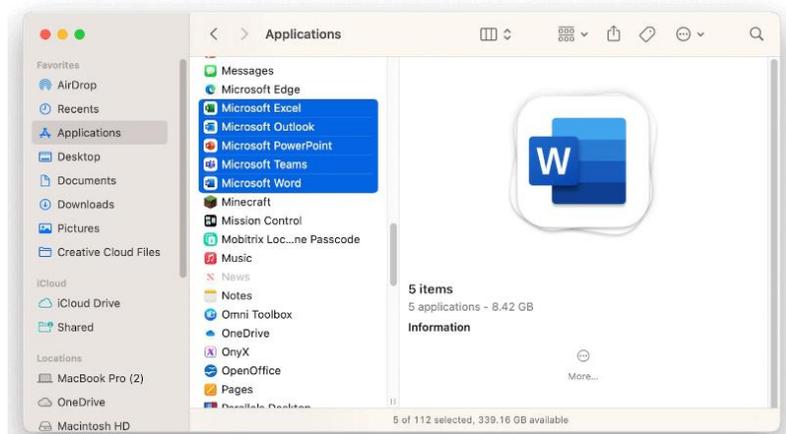
For Windows:

1. Click Start > Control Panel. Click Programs > Programs and Features. Right-click the "Microsoft Office XXXXXX" you want to remove, and then click Uninstall. Then follow the instruction.
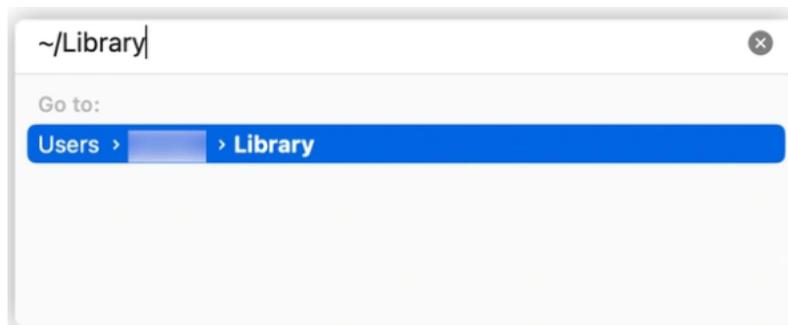2. After uninstallation, reboot the system.

For Mac:

The steps to remove Office 365, 2019, and 2016 are similar. And they mainly include deleting the Office app icons, removing related files, and unlocking apps from the Dock.
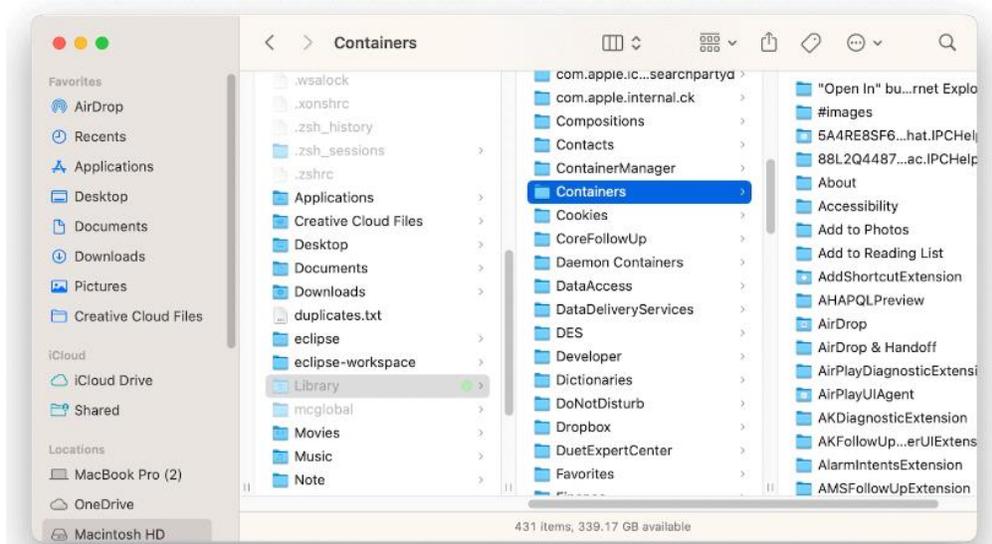
1. Remove Office for Mac Applications
   a. Launch Finder from Dock.
   b. Click on the Applications option, locate and select all Office applications (Word, Excel, PowerPoint, OneNote, OneDrive, and Outlook).
   c. Move them to the Trash.

2. Delete Office Associated Files on Mac
   a. On the Finder window, press Shift + Command + G to open the Go to Folder window.
   b. Enter ~/Library in the box and click the Go button.
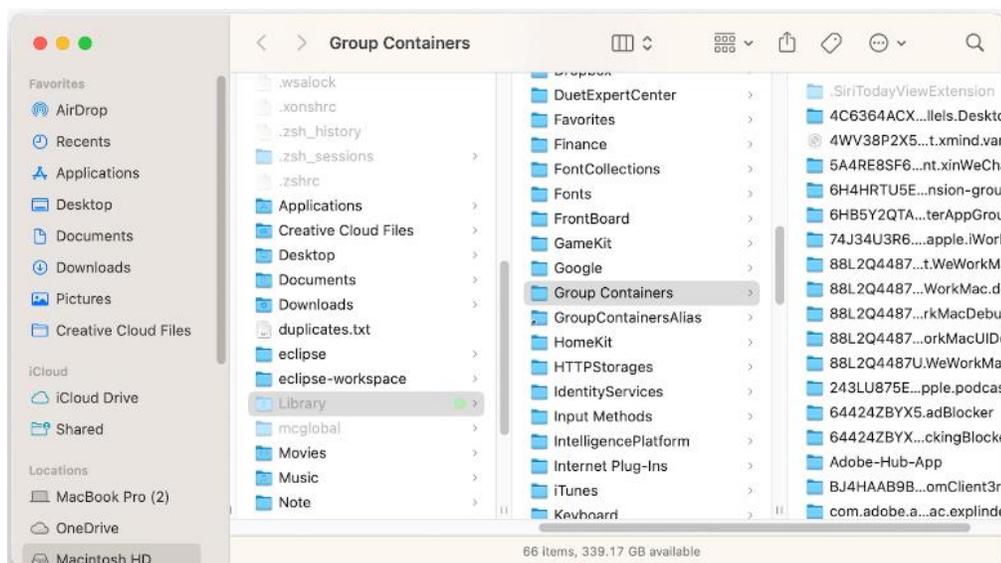
c. Find and open the **Containers** folder.

d. Locate these folders below and move them to Trash. (Note: Some of them may not be present.)
- com.microsoft.errorreporting
- com.microsoft.Excel
- com.microsoft.netlib.shipassertprocess
- com.microsoft.Office365ServiceV2
- com.microsoft.Outlook
- com.microsoft.Powerpoint
- com.microsoft.RMS-XPCService
- com.microsoft.Word
- com.microsoft.onenote.mac
- com.microsoft.OneDrive.FinderSync

e. Click the back arrow in the Finder window to go back to the ~/Library folder.
f. Locate the Group Containers folder and open it.

g. Locate these folders below, if present, and move them to Trash.
- UBF8T346G9.ms
- UBF8T346G9.Office
- UBF8T346G9.OfficeOsfWebHost
- UBF8T346G9.OneDriveStandaloneSuite
- UBF8T346G9.OneDriveSyncClientSuite
- UBF8T346G9.OfficeOneDriveSyncIntegration

Note (If Applicable)

All your Outlook data will be deleted when you move the first 3 folders to the Trash. Please back them up before you remove them.

h. Empty your Trash.

3. Remove Microsoft Office Apps from Dock and Restart Mac
   a. If you have Microsoft Office Apps locked in Dock, right-click app icons > Options > Remove from Dock.
   b. Restart your Mac to uninstall Microsoft Office for Mac completely.