How do I manually specify a KMS server to activate MS Office 2010

1. Launch a command window with elevated privileges.
◦Type cmd in the search bar to locate the command window.
◦Right click on cmd and click Run as administrator from the context menu, or select cmd and hit CTRL-SHIFT-ENTER on the keyboard.
◦Click Yes at the User Account Control prompt to open the command window with elevated privileges.

2. At the command prompt, type

```
cd \Program Files\Microsoft Office\Office14\
```

◦If running 32 bit Office 2010 on 64 bit Windows, type

```
cd \Program Files (x86)\Microsoft Office\Office14\
```

3. Run this command to manually specify the KMS activation server.

```
cscript ospp.vbs /sethst:kms.softwarecentral.ucla.edu
```

4. Run this command to activate Office with the KMS server:

```
cscript ospp.vbs /act
```

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