

How can I change the display language in Microsoft Windows and Office?

Q: How can I change the display language in Microsoft Windows and Office?



This information is found in Microsoft help documentation. Provided here for informational purposes only.

Answer

The display language is the language that **Windows** uses in **Office**, wizards, dialog boxes, menus, Help and Support topics, and other items in the user interface. Some display languages are installed by default, and others require you to install additional language files. When you change the display language, it is changed for your user account and is not changed on the Welcome screen. If you want to set the display language for multiple users or the Welcome screen, see Apply regional and language settings to reserved accounts.

Windows 11

1. Click on **Start, Settings, Time & Language**.
2. Under **Preferred languages**, click **Add a language**.
3. Choose a language to install
4. Click **Next**
5. Click **Install**

Windows 10

1. Open **Control Panel**.
2. Under **Clock, Language, and Region** click to open the **language** option.
3. Click on the **Languages** tab.
4. Under **Add languages**, choose the language you want to add from the list, and then click **Add**.

Windows 7 and 8.1

1. Open **Control Panel**.
2. Under **Clock, Language, and Region** click to open the **language** option.
3. Click the **Keyboards and Languages** tab.
4. Under **Display language**, choose a language from the list, and then click **OK**.
Note: If you don't see the list of display languages, you need to install the additional language files first.
 - a. Under **Windows Update** click on **Check online for updates from Microsoft Update**.
 - b. When it has completed **Checking for updates** click on **Optional updates are available**.
 - c. Check the **Language Pack** needed and click on **OK**.
 - d. Click on **Install updates**.
 - e. Once all the updates have installed restart your system and re-follow the steps above.

When you change the display language, the text in menus and dialog boxes for some programs might not be in the language that you want. This happens because the program might not support Unicode. For more information about changing the text in menus and dialog boxes for programs that do not support Unicode, see Change the system locale.

See Also

- [Windows 11 Landing Page](#)
- [Windows 10 Landing Page](#)