

Stop renting Office.

Do your documents in LibreOffice — free, offline, yours.

Writer, Calc and Impress open and save your existing Word, Excel and PowerPoint files. Install it once, pay nothing, and keep working offline.

Who this is for

Anyone who only needs Office occasionally but pays every month, and who mostly writes documents, crunches spreadsheets and makes slides. No server or technical setup.

Pay Once — the offline & one-time-purchase app directory · payoncehq.com

Free guide · pay what you want · share freely

Why move off Microsoft 365

Microsoft 365 is a recurring subscription, and the one-time perpetual license keeps getting pushed aside. **LibreOffice** is a complete, free, open-source office suite — Writer, Calc, Impress, Draw, Math and Base — that reads and writes Microsoft formats and runs entirely offline. No account, no fee.

What you keep

Opens and saves .docx, .xlsx and .pptx · works fully offline · six apps covering documents, spreadsheets, slides, drawings, formulas and databases. What you drop: the monthly bill and the cloud requirement.

1 · Install LibreOffice

Download and install LibreOffice for Windows, macOS or Linux — it's free. That's the whole setup; there's nothing to sign up for.

2 · Open your existing files

Double-click a Word, Excel or PowerPoint file and it opens in the matching LibreOffice app. Most documents come through cleanly — text, formatting, formulas and charts.

3 · Sharing back with Office users

LibreOffice's own format is ODF (.odt/.ods/.odp), but if you exchange files with Microsoft Office users, tell it to save in their format by default: **Tools** → **Options** → **Load/Save** → **General**, and set the default document formats to Word/Excel/PowerPoint. Otherwise just use 'Save As' and pick .docx when you need to.

Where fidelity can slip

Plain documents are lossless both ways. Very complex layouts, heavy conditional formatting, and Office macros (VBA) may not map perfectly — LibreOffice uses its own Basic, so intricate automation can need rework. Check anything mission-critical before you rely on it.

4 · Fonts (optional but nice)

Documents built around Calibri or Cambria can reflow if those fonts are missing. Install the free metric-compatible substitutes (Carlito for Calibri, Caladea for Cambria) so shared files keep their layout, or install the Microsoft fonts if you have a license.

5 · Verify, then cancel

- Open the documents you use most and check they look right.
- Save one back to .docx/.xlsx and confirm a colleague can open it.
- Set your default save format based on who you share with.
- Once your day-to-day works, cancel the Microsoft 365 subscription.

Common snags

Symptom	Fix
Layout shifts on shared files	Install Carlito/Caladea font substitutes.
A macro doesn't run	VBA isn't fully supported; rewrite it in LibreOffice Basic.
Colleague can't open my file	Save As .docx/.xlsx, or set it as the default format.

Found this useful?

This guide is free — pay what you want if it saved you time. More offline & one-time-purchase alternatives to subscription apps, plus other migration guides, at **payoncehq.com**.

Sources: official LibreOffice documentation. Details current as of 2026; check the project for the latest. Independent guide, not affiliated with LibreOffice or Microsoft.