**Word Quick menu transfer from machine to machine:**

Put the WordofficeUI file from the computer with your preferred settings in the following directory on the second machine:

Windows XP:

C:\Documents and Settings\[[username](http://username-password.com/)]\Local Settings\Application Data\Microsoft\Office\

If you are using a later version of Windows (7 or 8) it should be here:

C:\Users\[username]\AppData\Local\Microsoft\Office\