You will first access the **Word Options** via the Office button (this is called **Options** in MS Word 2010) as shown below.

From the resulting page you will select to **Manage COM Add-ins** and select the **Go** button:
The following panel will look similar to this and may or may not have more entries.

![COM Add-Ins panel](image)

It is not necessary to open and close MS Word after this has been done. The change should take effect immediately.

※ In the case you cannot activate WNC4 with this way, please select to **Manage Disabled Application** from Add-ins page and activate it via Disabled Items page.

![Manage Disabled Items](image)

![Disabled Items](image)