SplashBI - Splash plugin installation for Excel (version 5.4)

# How to install the Splash XL/GL plug-in for Excel

It is advisable to confirm which version of Excel you have before beginning the installation steps.  
To find which version of Excel is present, navigate to **File** -> **Account** -> **About Excel**  
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**CONNECT users will require 64-bit following the update to Office 2019 on 23rd January 2023.**  
  
**There is no need to uninstall a previous version of the plugin as this installation will overwrite the existing files, however it will preserve your instance information.**

**Before installing the SplashBI plugin, ensure that Excel is closed and not running on your device.**  
  
Logging into Splash where a mismatch between server and plugin version is present will result in the following error message:

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1. Log into SplashBI. Under Getting Started is the option to Download Excel Plugin.  
     
   Choose the correct version for your Excel as per the prerequisite step and commence the download.

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1. Click Open to begin the installation process.

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1. Navigate through the steps by clicking Next also ensuring that the installation folder is kept as default.  
     
   Click Close to complete the setup.

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1. Run Excel and locate the SplashBI ribbon. Select Login and choose the LIVE instance.  
     
   The version should display as Version 5.4 if successfully installed.

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