

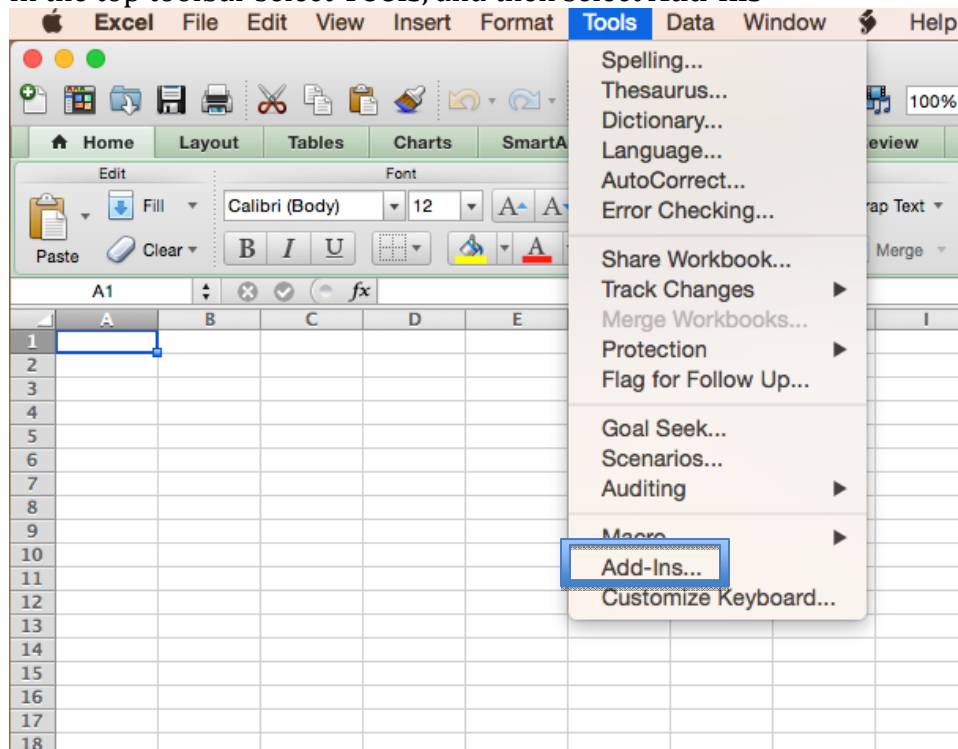
Installing DrillToPIA

Although there can be slight variations due to operating system and version of Microsoft Office, the general process is the same

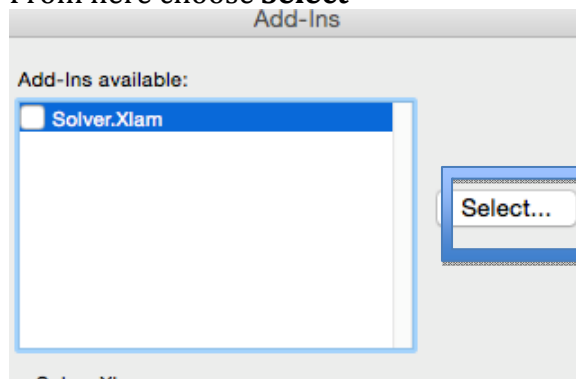
First, you will need to **download DrillToPIA.xla** and save it to a folder that **will not move**. As long as the file path is not changed, then the Add-in will remain active every time you use Excel, but if it changes, you will have to go through this process again.

On a Mac:

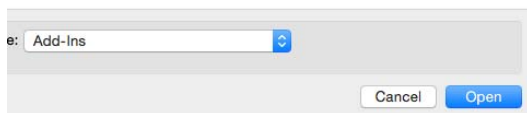
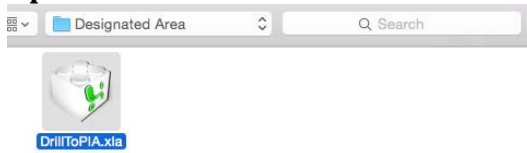
In the top toolbar select **Tools**, and then select **Add-ins**



From here choose **Select**

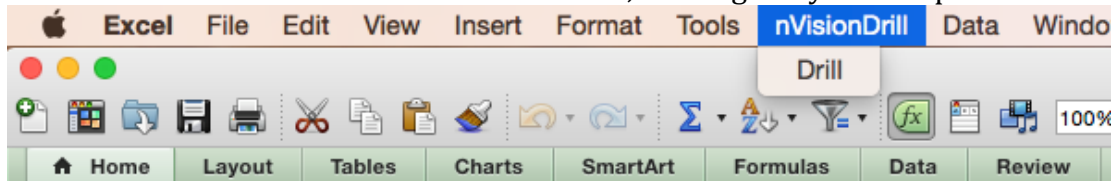


On the next page, navigate to where you saved **DrillToPIA.xla**, select the file and hit **Open**



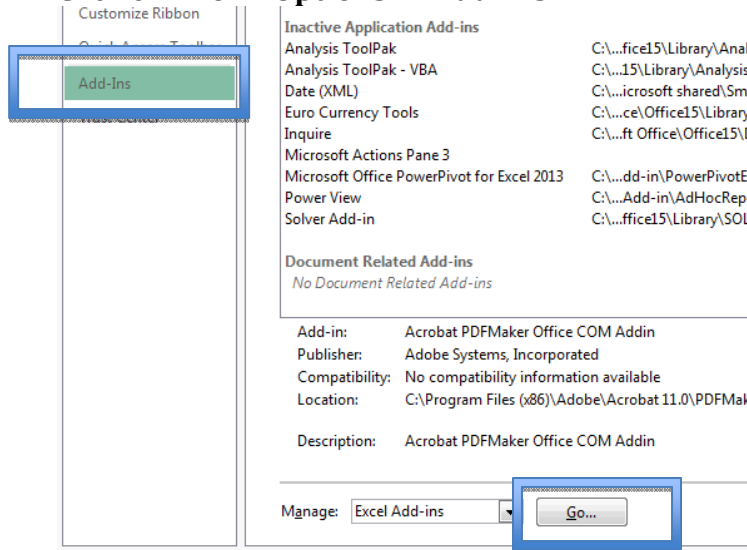
Make sure DrillToPIA is **checked off** in the next window and hit Ok

The toolbar should now contain **nVisionDrill**, which gives you the option to Drill



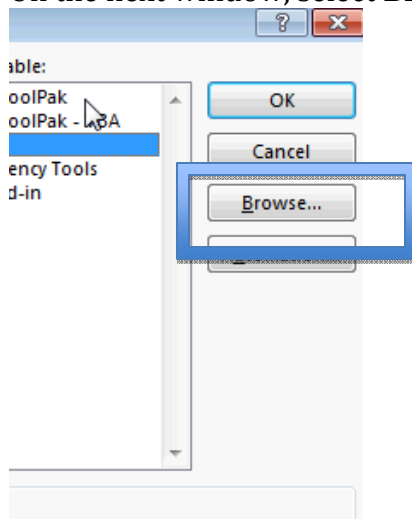
On a PC:

Click on **File** → **Options** → **Add-Ins**

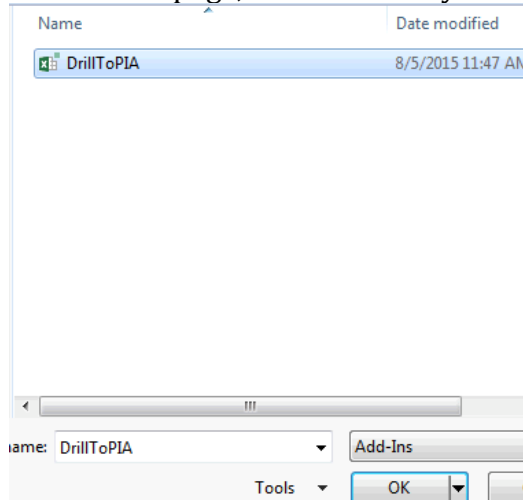


Click on **Go** at the bottom of the window

On the next window, select **Browse**



On the next page, find to where you saved **DrillToPIA.xla**, select the file and hit **Ok**



Make sure DrillToPIA is **checked off** in the next window and hit Ok

Find the **DrillToPIA.xla** file on your computer (could search with the start menu), **right-click** on it and select **Open**.

Under the **Add-ins** tab, there should now be the option nVisionDrill, which gives you the option to Drill.

