

Installing DrillToPIA Excel Addin for nVision drill-down

In order to drill down on Excel reports, the add-in: DrillToPIA.xla needs to be installed on the client machine. This file can be downloaded from <http://www.umass.edu/af/systems/DrillToPIA.XLA>.

To load the add-in:

1. Place the file DrillToPIA.xla into the Excel add-in directory

If Microsoft Office is installed in %MS_OFFICE%, then the Excel add-ins directory is %MS_OFFICE%\Office\Library.

2. Launch Excel, select Tools, Add-ins, and then select DrillToPIA in the Add-ins dialog box.

Users will see a new menu option when they open Excel from now on:



Configure Windows to open Excel spreadsheets in Excel

When nVision runs via the web, the excel spreadsheet generated will appear in an Internet Explorer window by default. To have it open in Excel instead, logon to windows as a user with local administrator privileges and follow these steps:

1. Open **My Computer**.
2. On the **Tools** menu (or the View menu), click **Folder Options** (or click **Options**).
3. Click the **File Types** tab.
4. In the **Registered file types** list, click **XLS - Microsoft Excel Worksheet** and then click **Advanced** (or click **Edit**).
5. In the **Edit File Type** dialog box, click to clear the **Browse in same window** check box (or click to clear the **Open Web documents in place** check box).
6. Click **OK**.