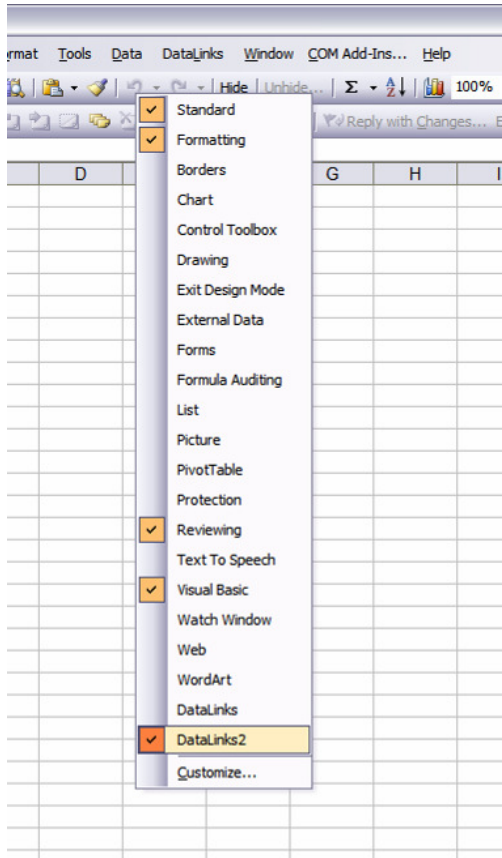


## DISPLAYING THE BII TOOL BAR

If, after installing DataLinks™ the tool bar does not show after Excel launches, first close Excel and then launch it again. If that doesn't display the DataLinks tool bar then try the following procedure:

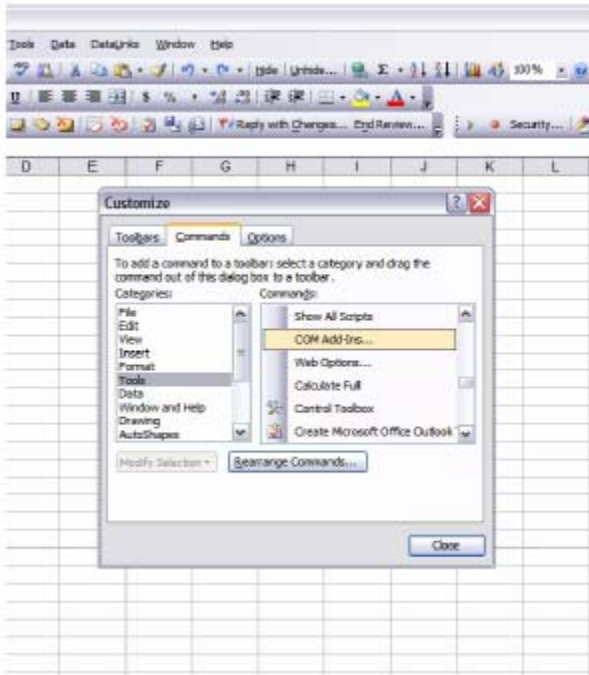
1. Right-mouse click on an existing tool bar and select DataLinks2. A check should appear in front of it, indicating that the tool bar will be visible.



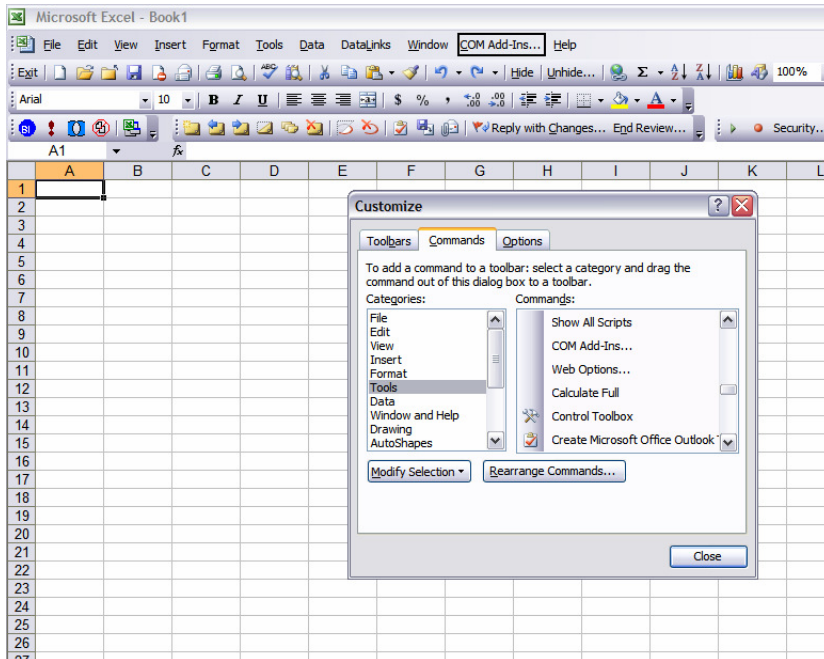
If the tool bar is not displayed in the drop-down menu then the Business Intelligence Add-In needs to be installed, which is described next.

## Installing the BII AddIn

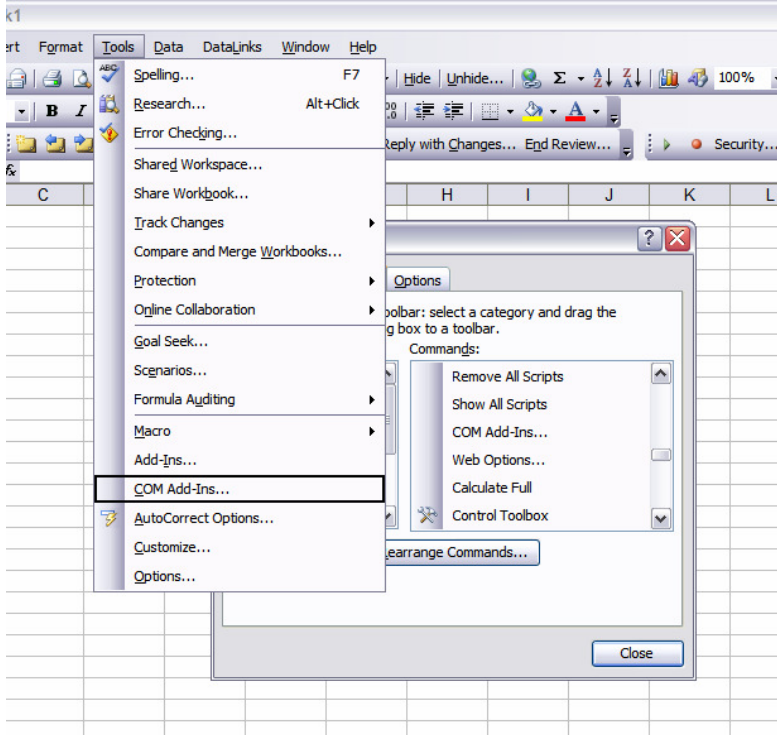
1. Right-mouse click on the main menu or a tool bar and select Customize...
2. Click on the Commands tab, select Tools in the Categories pane and click on COM Add-Ins...



3. Drag the COM Add-Ins... command up to the main menu bar and drop it.

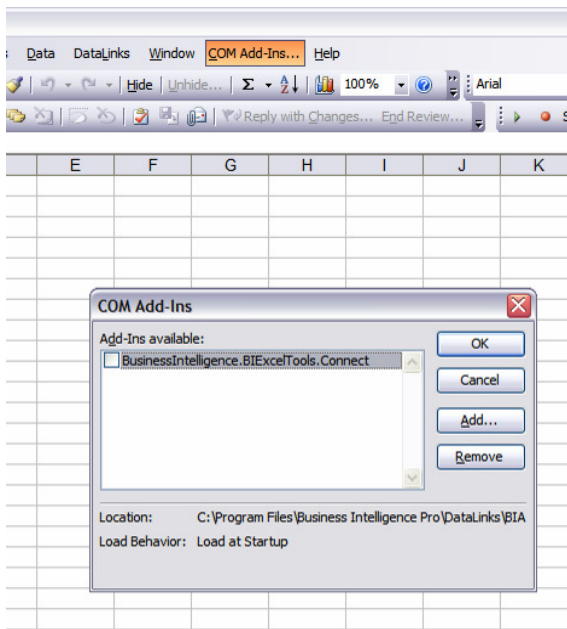


Alternatively, you can drop it within the Tools main menu item:

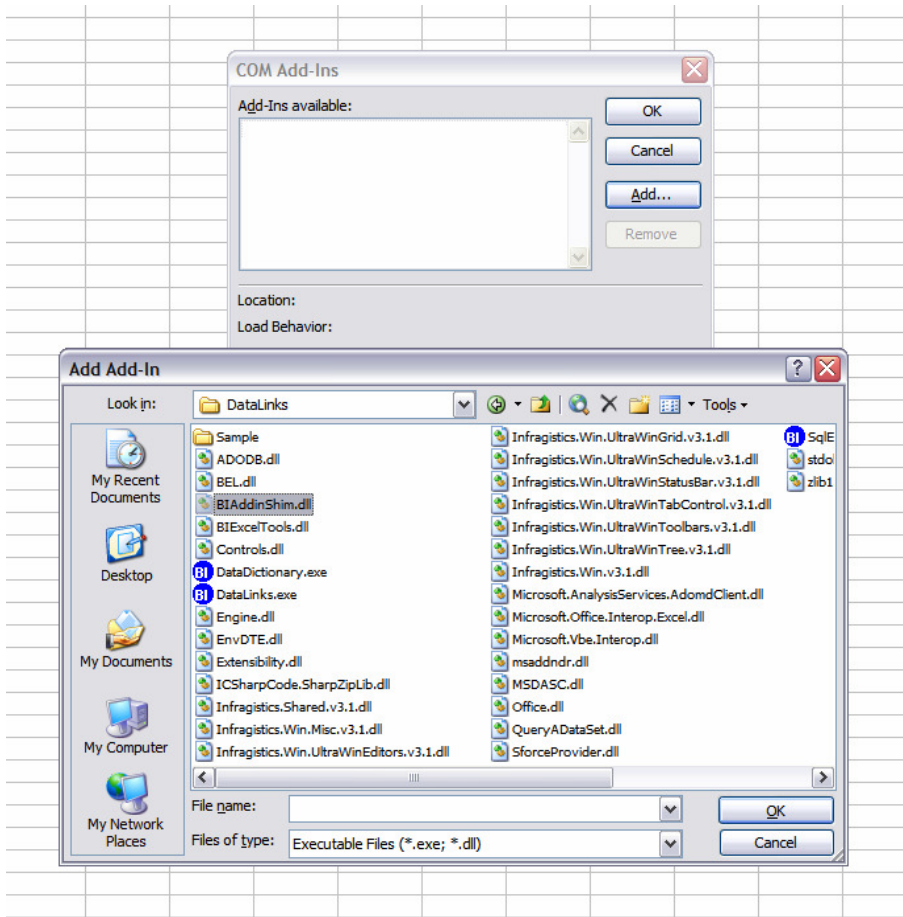


It really doesn't matter where you drop it, just as long as it's on or in the main menu items.

4. Click on the Close button in the Customize window.
5. Now click on the COM Add-Ins... menu item. The COM Add-Ins window will open.



6. If you see the Business Intelligence add-in (see above) then click on the check box and then click the OK button. You are now done.
  
7. If you do not see the Business Intelligence add-in then click on the Add... button, navigate to the DataLinks directory (using the default install directory set up it would be located at C:\Program Files\Business Intelligence Pro\DataLinks), select the file BIAddinShim.dll, and click the OK button for the Add Add-In window and the COM Add-Ins window. You are now done.



**Website Support Page:** [www.BusinessIntelligenceLLC.com/index-1.html](http://www.BusinessIntelligenceLLC.com/index-1.html)  
**Email Support:** [Support@BusinessIntelligenceLLC.com](mailto:Support@BusinessIntelligenceLLC.com)  
**Quick Guide:** [www.BusinessIntelligenceLLC.com/CheatSheet.pdf](http://www.BusinessIntelligenceLLC.com/CheatSheet.pdf)  
**DataSource Configuration Guide:** [www.BusinessIntelligenceLLC.com/DatasourceConfigDemo.pdf](http://www.BusinessIntelligenceLLC.com/DatasourceConfigDemo.pdf)

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