

FSBstats Install

Purpose

FSBstats is an Excel add-in that currently works only with Windows version of Microsoft Office. Due to differences in Windows OS versions and Microsoft Office versions, the install process for FSBstats on your laptop may vary. Below are two sets of instructions to perform the installation. The first set of instructions is the preferred method, based on laptops using Windows 64-bit OS and Microsoft Office 64-bit.

1. Verify that you have the full Microsoft Office Professional Plus 2019 **64-bit version** for Windows (this may not work with the Office365 version. Uninstall Office365 if installed).
If you do not have the full Windows version of Microsoft Office, please navigate to <https://dukeoit.onthehub.com> to download and install the software.

Please keep all downloads and product license keys safe in an external hard drive or flash drive in case it is needed for future reinstallation and reactivation

The screenshot shows the Windows Control Panel window for 'Programs and Features'. The title bar reads 'Control Panel > All Control Panel Items > Programs and Features'. The main heading is 'Uninstall or change a program'. Below this is a table of installed programs. The row for 'Microsoft Office Professional Plus 2019 - en-us' is highlighted in yellow.

Name	Publisher	Installed On	Size	Version
Adobe Acrobat Reader DC	Adobe Systems Incorporated	3/20/2020	325 MB	20.006.20042
Cisco AnyConnect Diagnostics and Reporting Tool	Cisco Systems, Inc.	3/18/2020	4.33 MB	4.6.03049
Cisco AnyConnect Secure Mobility Client	Cisco Systems, Inc.	12/18/2019	5.85 MB	4.6.03049
Cisco AnyConnect Start Before Login Module	Cisco Systems, Inc.	3/18/2020	1.17 MB	4.6.03049
Cisco IP Communicator	Cisco Systems, Inc.	3/13/2020	115 MB	8.6.3.0
Cisco Jabber	Cisco Systems, Inc.	3/12/2020	422 MB	12.8.0.51973
CrowdStrike Windows Sensor	CrowdStrike, Inc.	4/24/2020	63.6 MB	5.29.11103.0
Google Chrome	Google LLC	5/5/2020		81.0.4044.138
IBM BigFix Client	IBM Corp.	12/18/2019	28.8 MB	9.5.14.73
Intel® Graphics Driver	Intel Corporation	3/5/2020	74.2 MB	20.19.15.4501
MDOP MBAM x64	Microsoft Corporation	3/5/2020	4.69 MB	2.5.0244.0
Microsoft Office Professional Plus 2019 - en-us	Microsoft Corporation	5/5/2020		16.0.10358.20061
Microsoft OneDrive	Microsoft Corporation	3/5/2020	138 MB	19.222.1110.0006
Microsoft Project Professional 2019 - en-us	Microsoft Corporation	5/5/2020		16.0.10358.20061
Microsoft Teams	Microsoft Corporation	5/5/2020	92.6 MB	1.3.00.12058
Microsoft Visio Professional 2019 - en-us	Microsoft Corporation	5/5/2020		16.0.10358.20061

2. Download the FSBstats file from <https://it.fuqua.duke.edu/software.htm> and extract the file to a new folder on your desktop
3. Copy and paste the **FSBstats.xlam** file to **ONE** of the following folders:

C:\Program Files\Microsoft Office\Office16\XLSTART

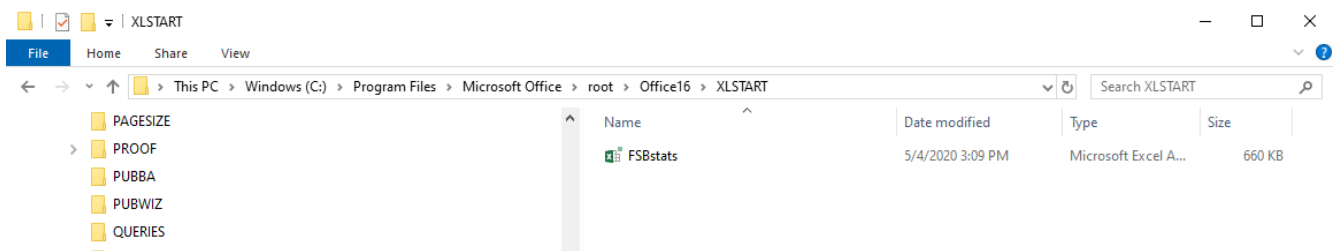
OR

C:\Program Files\Microsoft Office\root\Office16\XLSTART

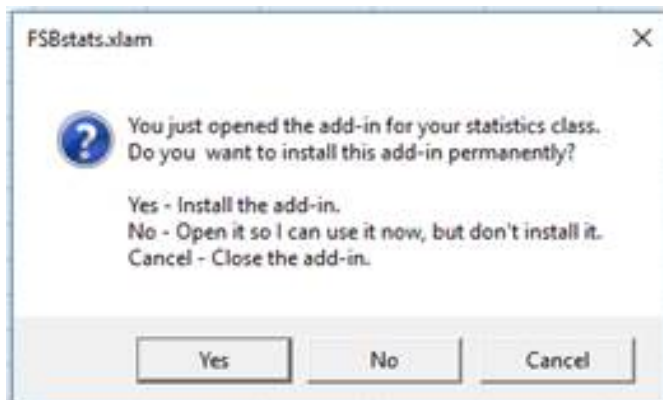
OR

C:\Program Files\root\Microsoft Office\Office16\XLSTART

Please Note: The location of the XLSTART folder may be different on your computer. You may need to search for the XLSTART folder



4. Double click the **FSBstats.xlam** file from the XLSTART folder and the below pop-up will show. Click **Yes** to permanently install the add-in (if another message pops up to Enable Macros, click **Enable Macros**)



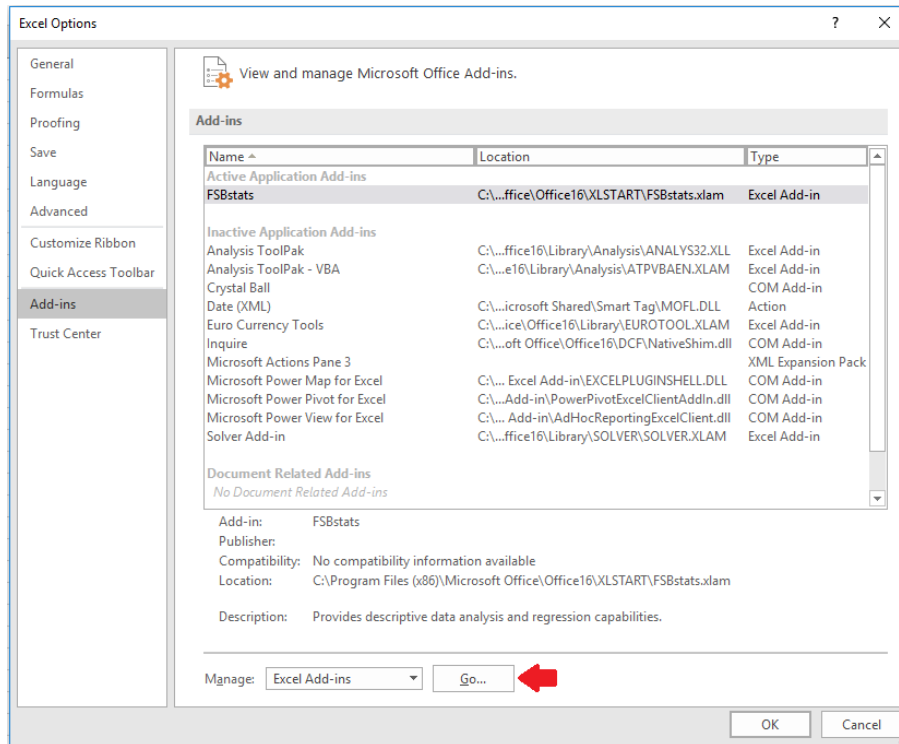
5. The FSBstats tab should then appear in the Excel ribbon.



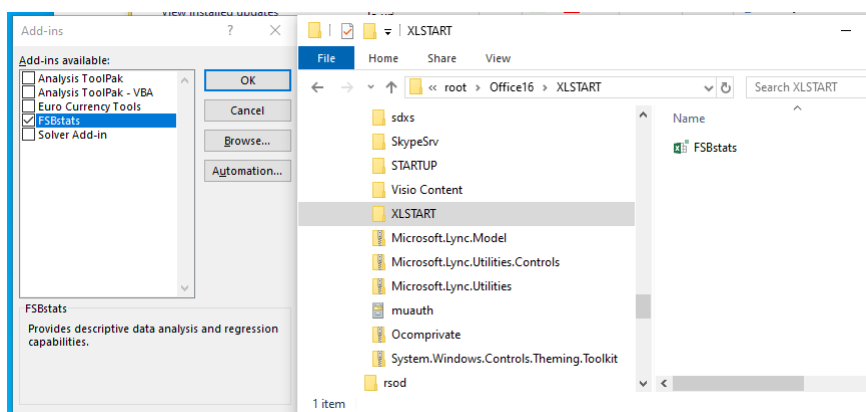
(Please continue to page 3 if you encounter issues during steps 4 and 5.)

If the above instructions do not work, please try the following instructions.

1. While Excel is opened click **File > Options > Add-Ins**. Select **Excel Add-ins** for Manage;, then click **Go** (**FSBstats** should be under Active Application Add-Ins)



2. Select and check on the **FSBstats** checkbox. Click **Browse** and navigate to where you saved the FSBstats.xlam file. Select the file and click **OK**. Make sure the checkbox is checked for FSBstats, then click **OK**



Please let us know if the above instructions worked and send us any screenshots if you are still having issues.