

## MegaStat Start-up Instructions

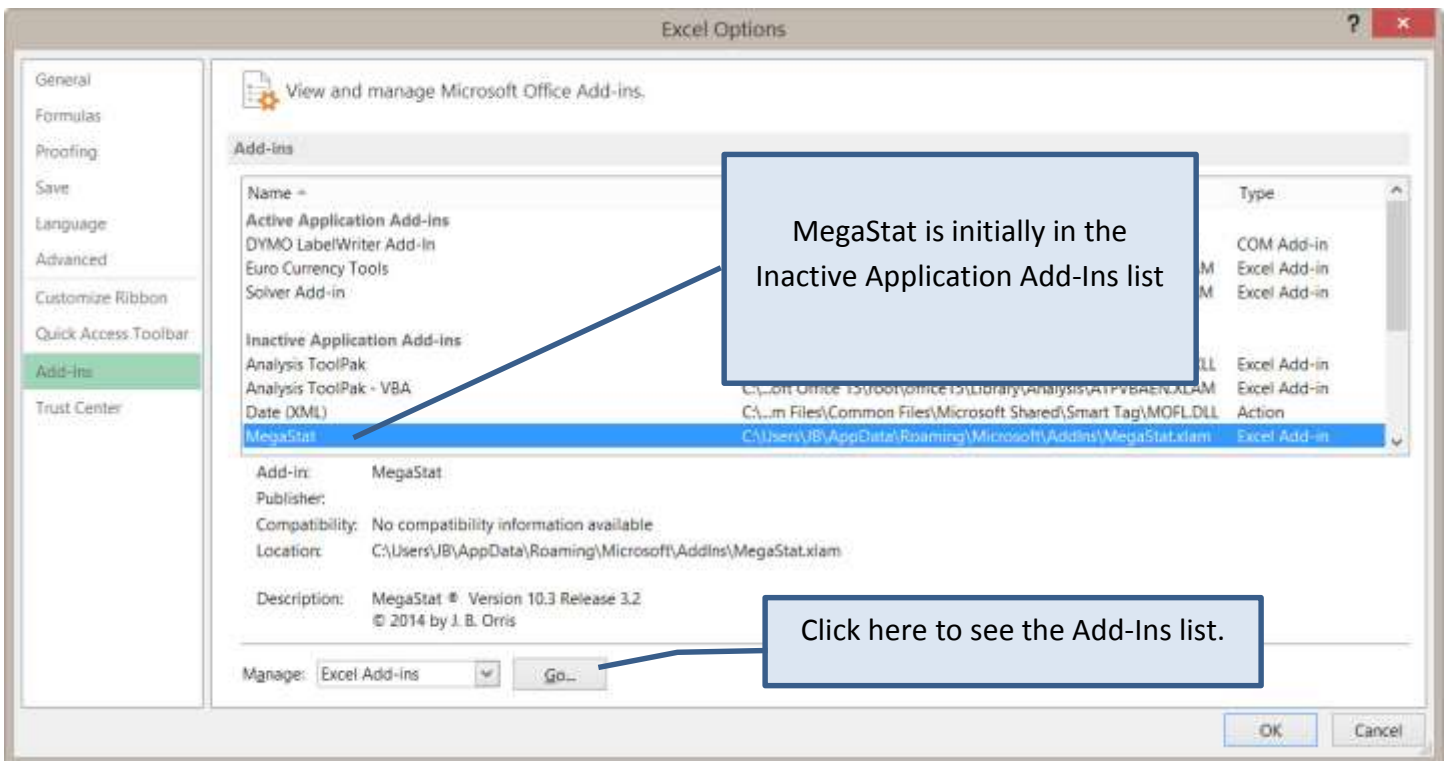
After running the MegaStat installer program, you need to get MegaStat on the Excel Add-Ins ribbon by doing the following steps. You should only have to do this once.

These instructions are for Excel 2010 or 2013. The two versions may look slightly different but they are functionally the same.

### 1. Start Excel

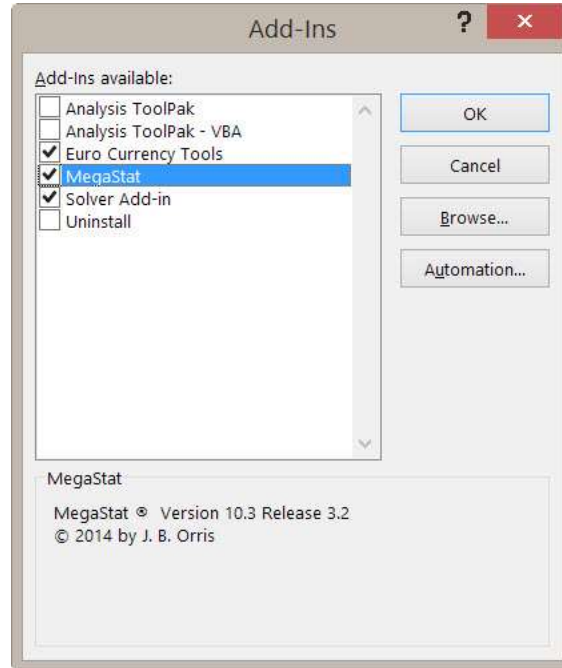
### 2. Click: File → Options

3. Click **Add-Ins** on the left menu list. You will now see a list of Excel Add-Ins. MegaStat should be in the Inactive Application Add-ins list as shown here:



4. Click **Go...** for Manage Excel Add-Ins near the bottom of the screen and the Add-ins window will appear.

5. Click the check box next to **MegaStat** in the Add-Ins list unless it is already checked. Click **OK** when MegaStat is checked. If more than one MegaStat is listed you probably did not uninstall an earlier version. Check only the latest version and after completing the next step go to Control Panel and uninstall the previous version.



6. Click the **Add-Ins ribbon**. MegaStat will be on the ribbon and ready to use as shown below. Your computer may also show other installed add-ins. Your particular setup may look slightly different because of different colors and schemes. MegaStat should be on the Add-Ins ribbon whenever you open Excel and should remain on the Add-ins ribbon until you remove it.

### Excel 2013:



Excel 2010 and Excel 2013 will be visually slightly different from each other and your particular color scheme may be different, but they will be functionally the same. Your Add-Ins ribbon may contain other add-ins.