

## Title: Setting up EasyReporting on Windows 10 and Excel 2016

*Abstract: How to setup EasyReporting on Windows 10 with Excel 2013 or 2016 and recommended trust settings for EasyReporting.*

<b>Product</b>	EasyReporting Toolset
<b>Suite</b>	General
<b>Release</b>	Version 3.0+
<b>Document ID</b>	erSetupWindows7Excel2010.doc
<b>Date Created</b>	2 December 2007
<b>Date Reviewed</b>	7 March 2017
<b>Date Revised</b>	7 March 2017

### Abstract

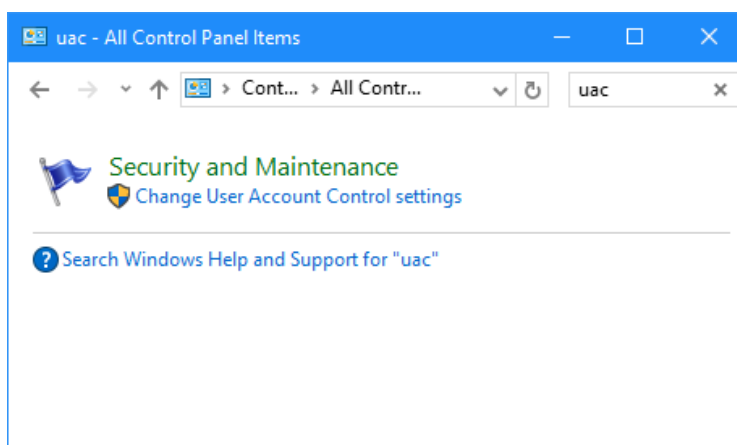
Windows 10 and EasyReporting Version 4.1 and Excel 2013 or 2016 have all been successful with no issues after applying the latest updates from Microsoft.

Windows 10 User Account Control (UAC) settings can prevent the activation of EasyReporting and the saving the EasyReporting configuration settings to the registry. The simplest way to resolve this is to temporarily lower the account control settings while EasyReporting is being configured.

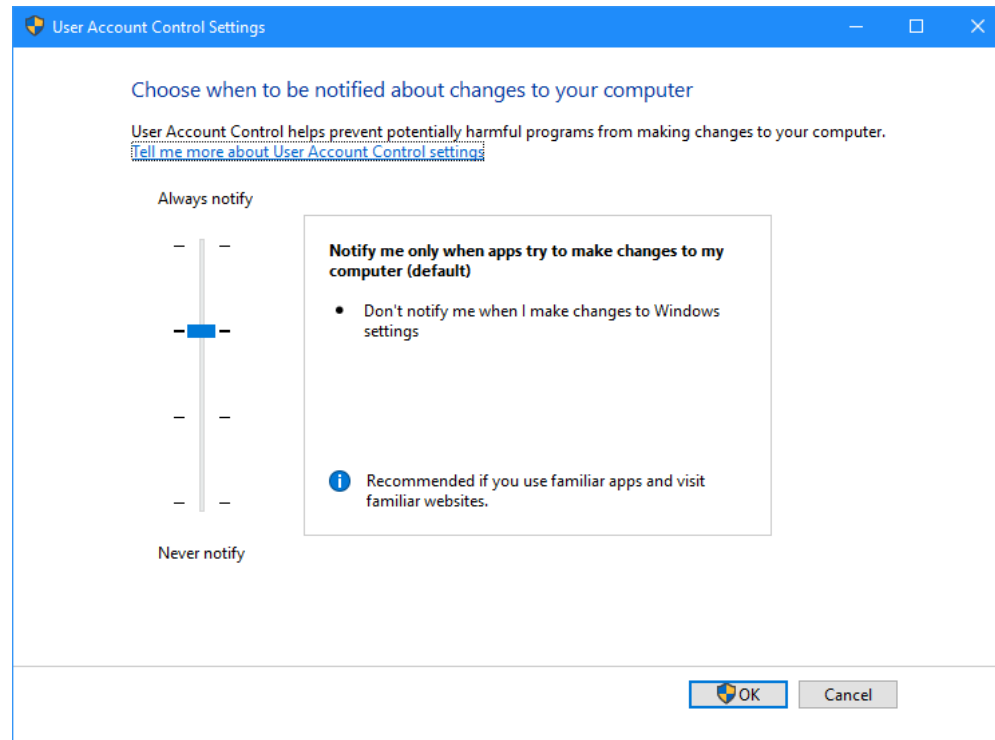
Excel 2013 and 2016 have a number of features which control macros and add-ins which need to be configured. The following are some recommended settings which are intended as a guide only and have been tested with EasyReporting.

### Changing User Account Control Settings

To change the User Account Control Settings open the Control Panel and type in "UAC" in the search box. You will then see a link to User Account Control



Simply drag the slider down to the bottom as shown below. After you have activated EasyReporting and configured it you can then return the required settings.



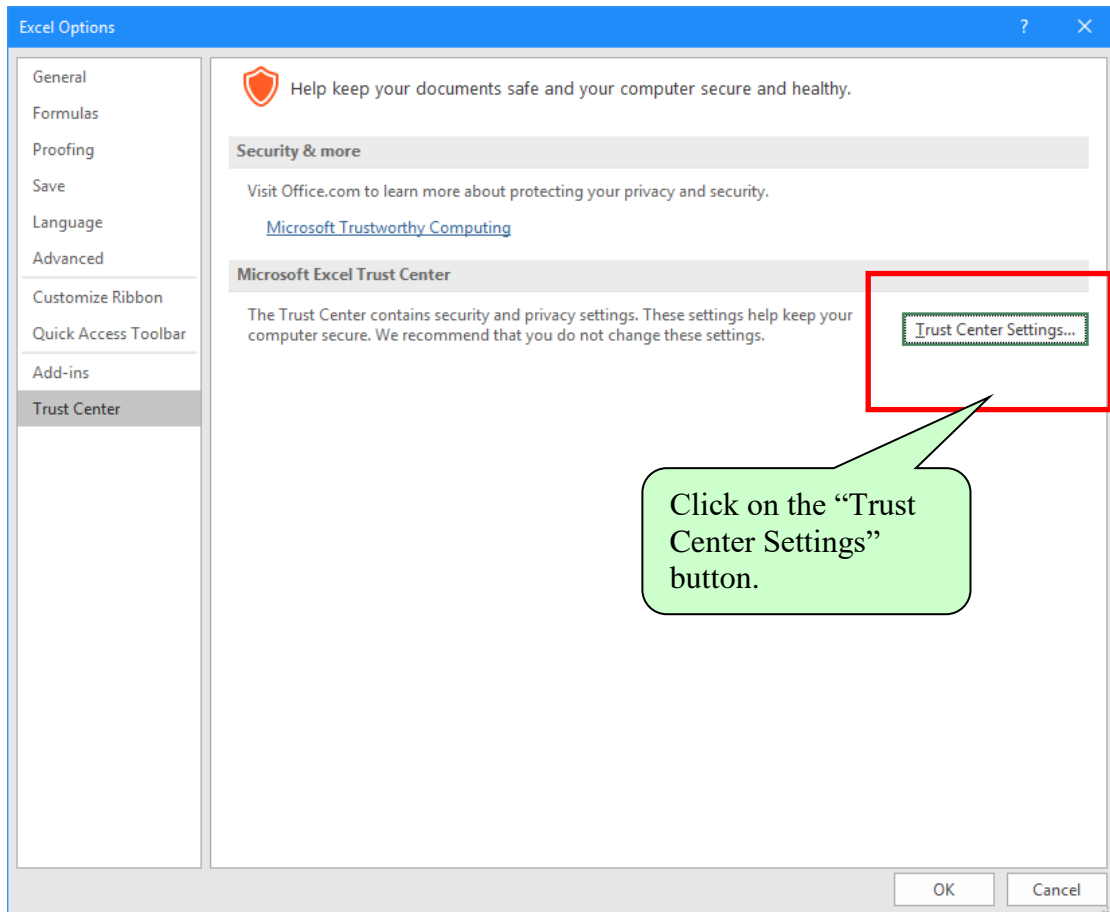
## Recommended Trust Settings for EasyReporting

These settings are accessed via the "Excel Options" – "Microsoft Office Excel Trust Center". To check or change the settings follow the steps below:

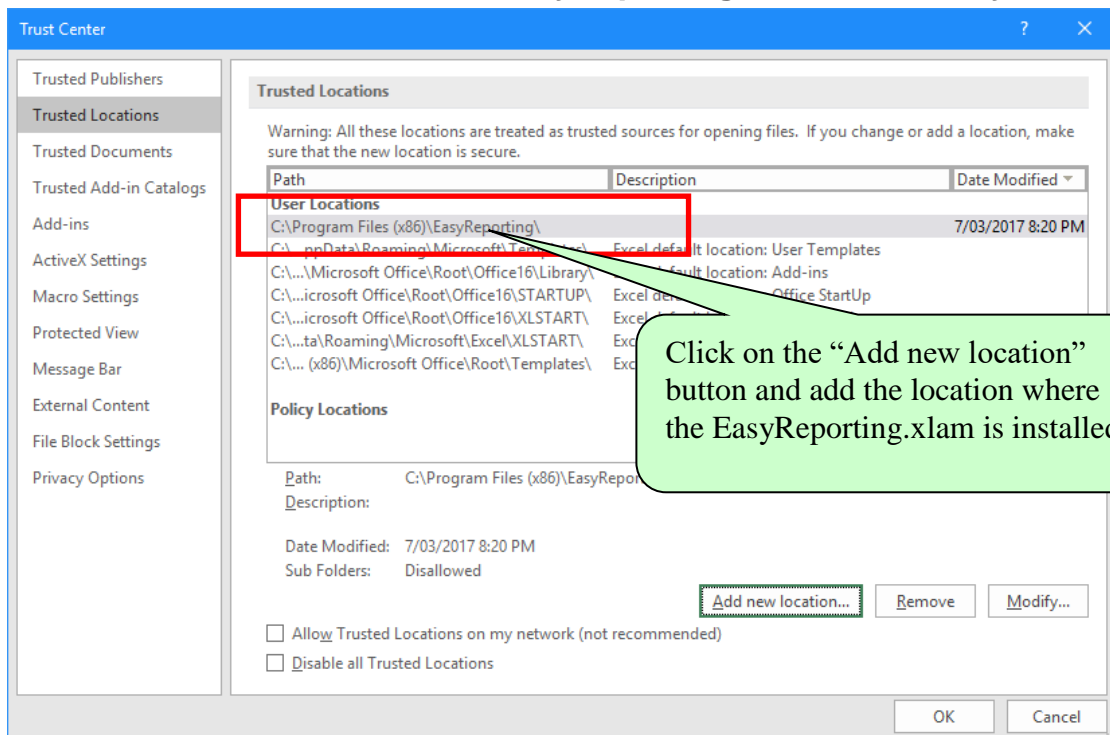
1. Click the **File tab** (in the top left corner of the Excel window) and then click **Excel Options**.
2. Click **Trust Center**, and then in the **Trust Center Settings** button.

The settings below are recommended settings but these can be varied depending on an organizations security requirements.

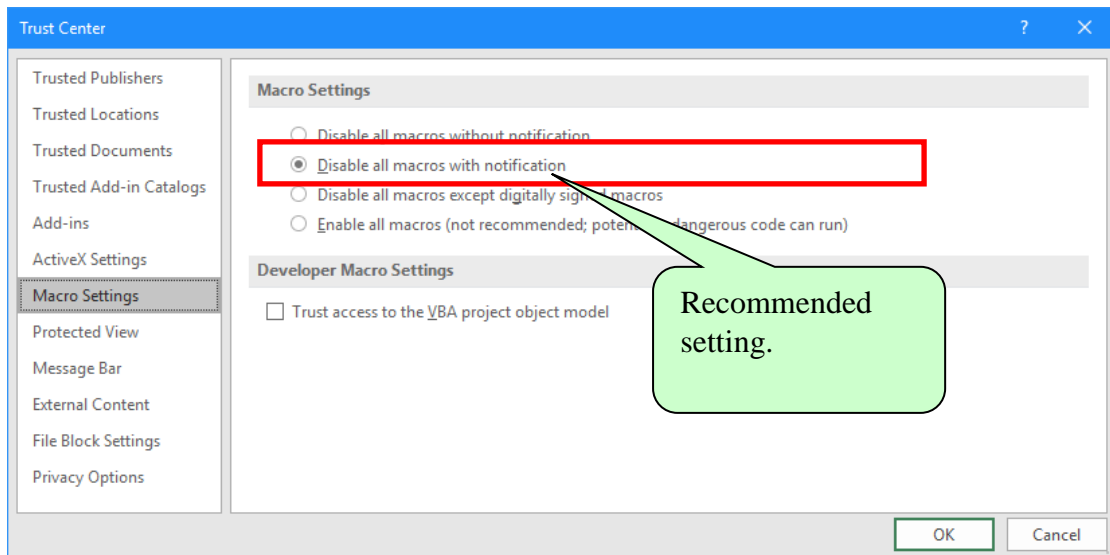
NOTE. If you make any changes to Excel Options or Trust Center Settings you must close Excel and re-open it to make them effective.



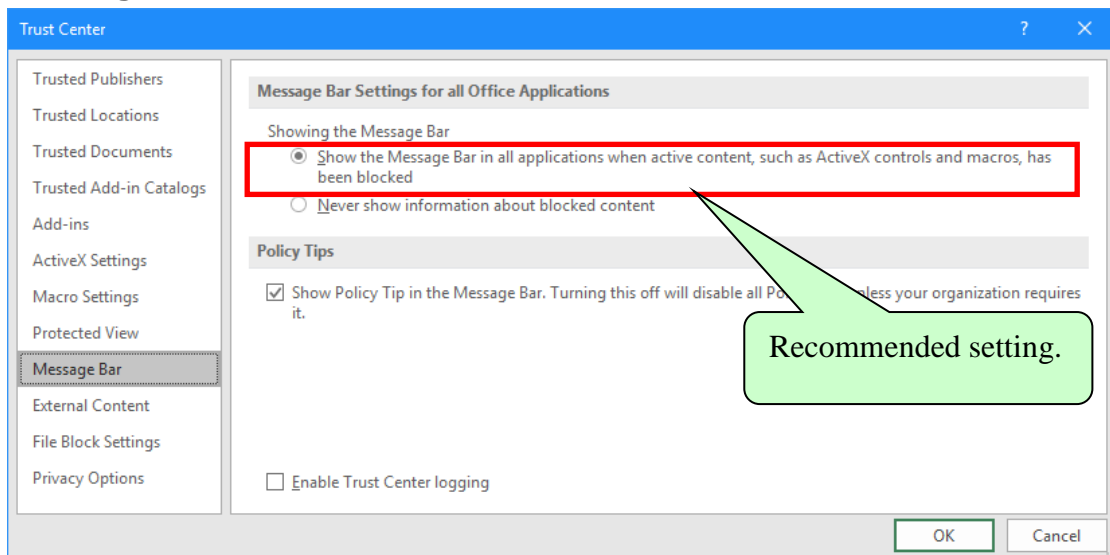
## Add Trusted Location for the EasyReporting add-in directory.



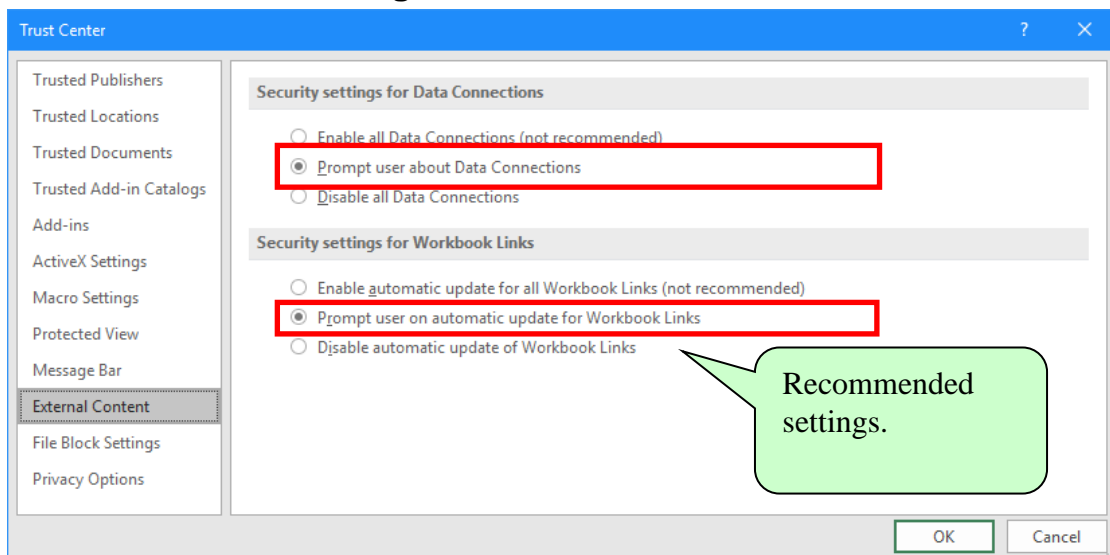
## Macro Settings



## Message Bar

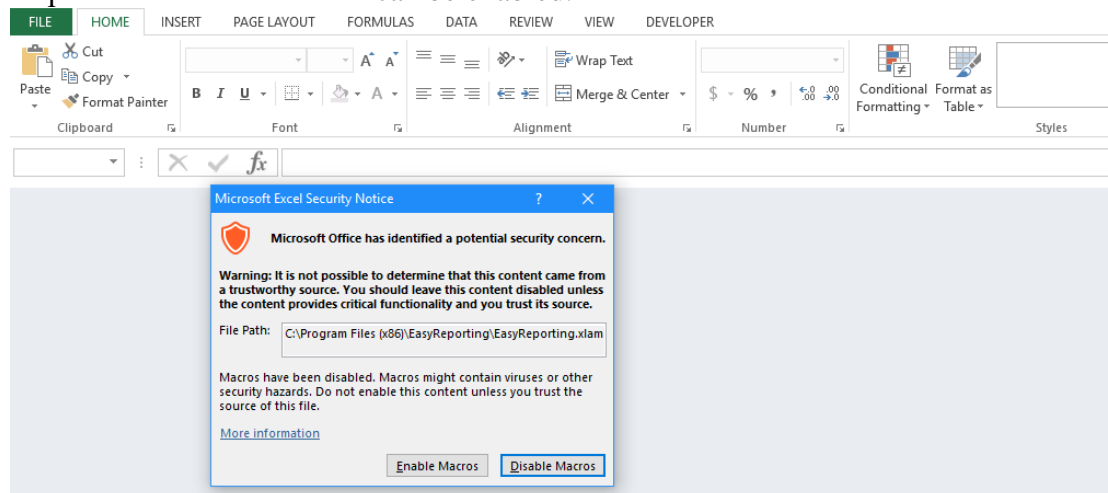


## External Content Settings



## Security Warnings

Depending on how the Trust Security is setup a user may get a warning as shown below when the EasyReporting add-in is opened by Excel. If you click on the “Options” button the add-in can be enabled.



## EasyReporting Ribbon

When EasyReporting is installed correctly the EasyReporting ribbon will be displayed.

