

IEDATA User/Client Installation Guide

To install the new IEDATA add-in for Excel please follow these steps. You will need to know your “**ClientID**” and “**ClientKey**” that was assigned to your company. This information was supplied in the letter along with the installation CD. There are two more important pieces of information that you will need. One is the version of Microsoft Office that you have installed and the second is where you want the “**Control Database**” installed. This can be either locally on your hard drive or located on a server.

For example:

“C:\iedata” for a *local install*

Or

“(network path):\some folder\iedata” for a *network install*.

These are examples. You can specify any location you choose. Please contact your system administrator or IT staff about questions concerning this matter. They may have already installed the “**Control Database**” on the file server. Once you have these three pieces of information you are ready to proceed with the client installation. You may want to write this down on the lines below.

ClientID _____ **ClientKey**_____

Version of Microsoft Office installed (circle one)

Office 2000

Office 2002/XP

Office 2003

Office 2007

Control Database Location _____

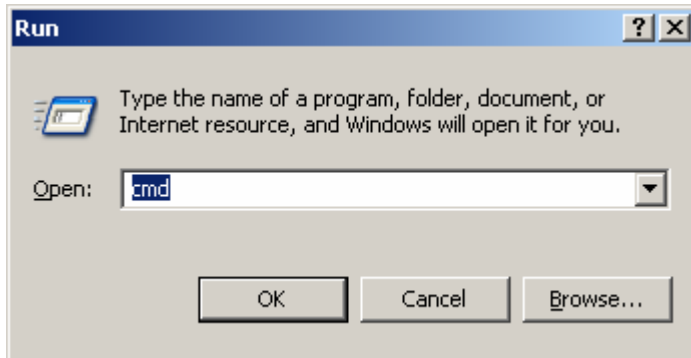
****IMPORTANT – IEDATA requires internet access and uses outgoing TCP port 3306 to query and access data located on the Informa Economics’ database server. Please contact your local IT staff for questions concerning this.**

Please save your work and close all open applications and then proceed to the second page to begin the installation.

Assuming your CD/DVD-ROM is “D” and that you have the install CD in the drive please follow these steps listed below until the end of the document.

Step 1

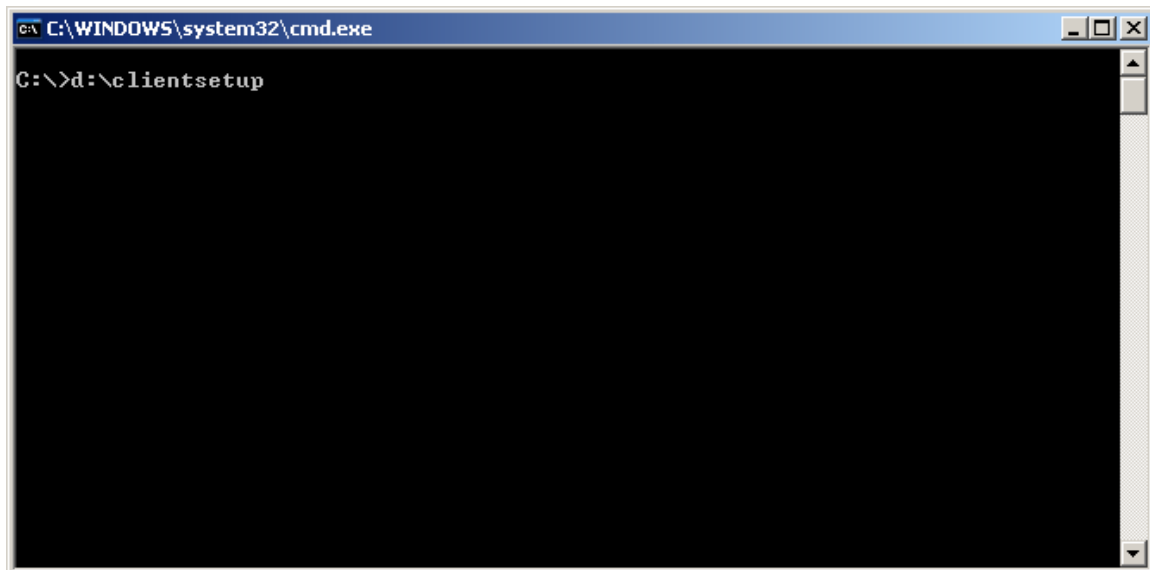
Click START and then RUN and type “cmd” and press ENTER



Step 2

Again assuming “D” is your CD/DVD-ROM please type the following command.

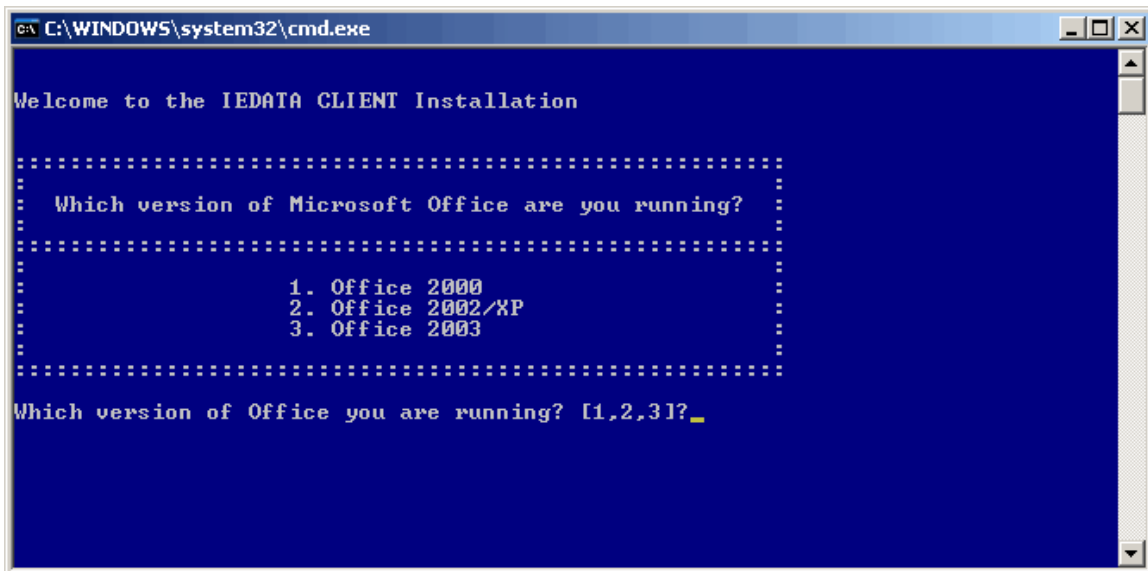
“d:\clientsetup” and press ENTER



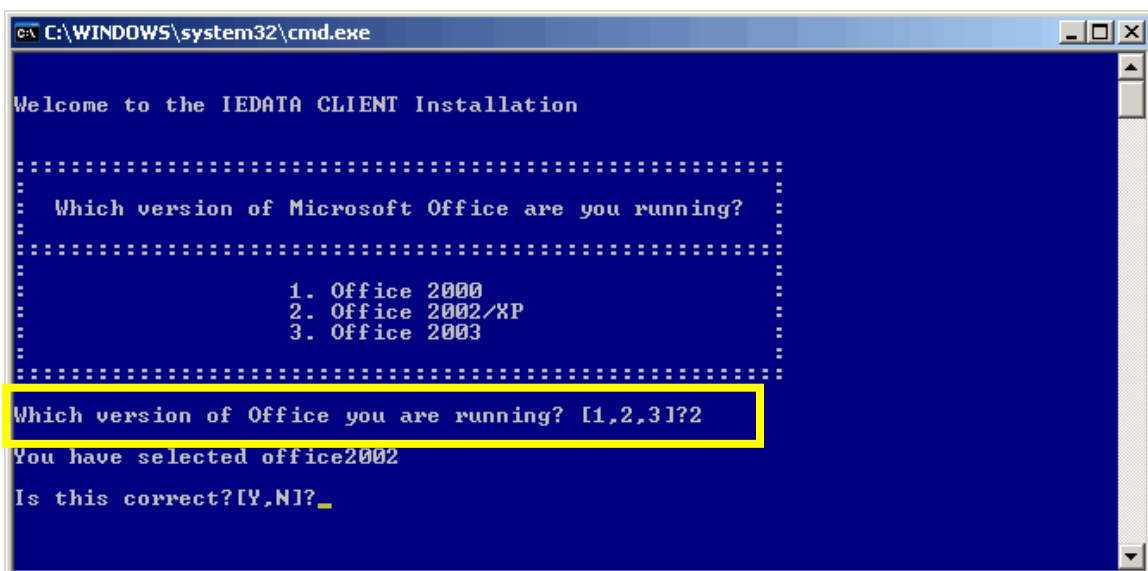
Step 3

You are now presented with the IEDATA CLIENT Installation screen. During the install you are going to be asked for the information listed above. After entering in this information you will then be asked to confirm what you entered.

This first prompt is asking you to pick which version of Microsoft Office you have installed.

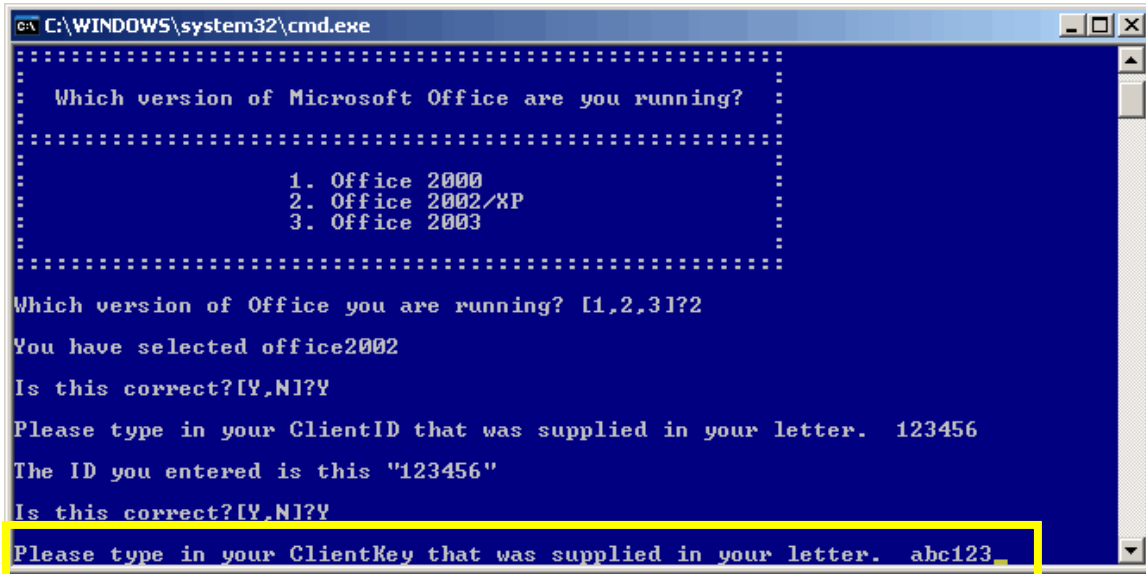


For instance, select option 2 if you have Office 2002/XP currently installed.



Step 5

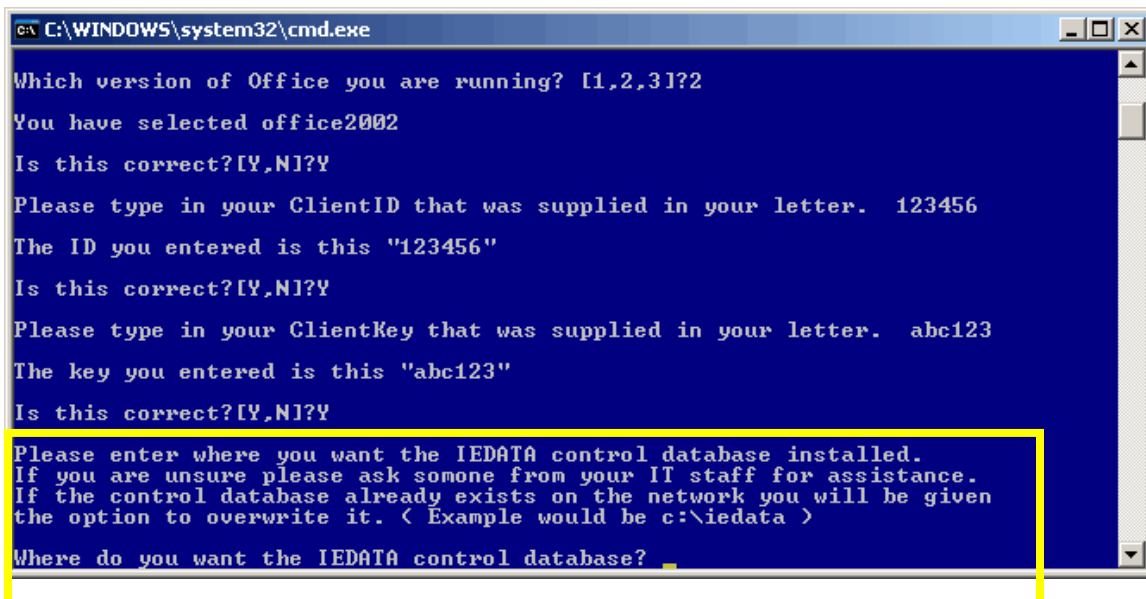
Next you are asked to enter the “**ClientKey**”. Confirm your answer and continue.



```
C:\WINDOWS\system32\cmd.exe
:
: Which version of Microsoft Office are you running? :
:
: 1. Office 2000
: 2. Office 2002/XP
: 3. Office 2003
:
:
: Which version of Office you are running? [1,2,3]?2
You have selected office2002
Is this correct?[Y,N]?Y
Please type in your ClientID that was supplied in your letter. 123456
The ID you entered is this "123456"
Is this correct?[Y,N]?Y
Please type in your ClientKey that was supplied in your letter. abc123_
```

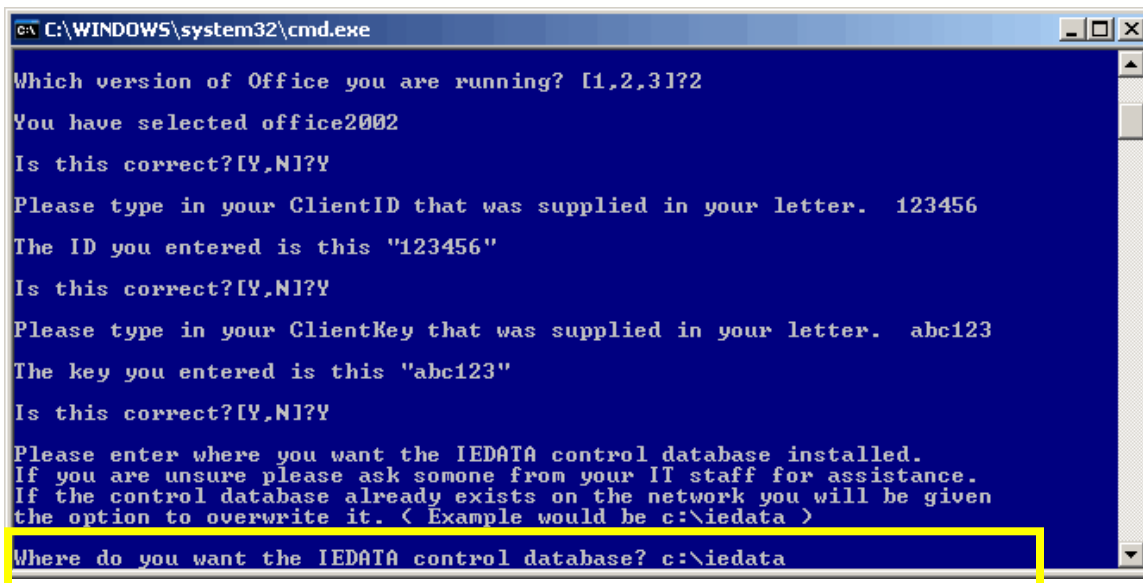
Step 6

Next you are asked to enter the location of the “**Control Database**”. Please refer to the top of page 1 for an explanation of this. Confirm your answer and continue.



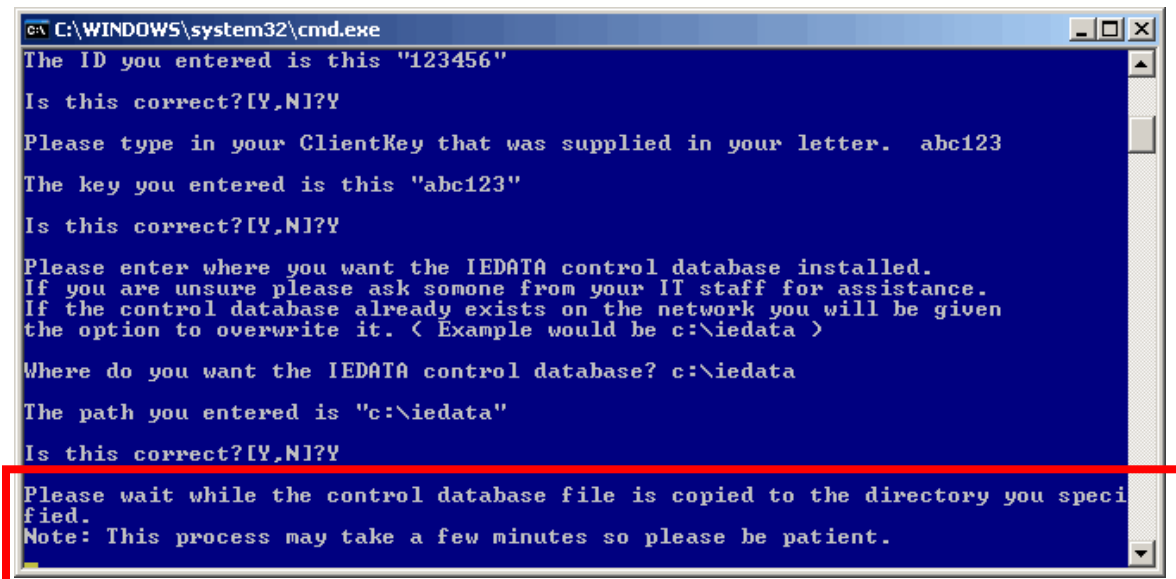
```
C:\WINDOWS\system32\cmd.exe
Which version of Office you are running? [1,2,3]?2
You have selected office2002
Is this correct?[Y,N]?Y
Please type in your ClientID that was supplied in your letter. 123456
The ID you entered is this "123456"
Is this correct?[Y,N]?Y
Please type in your ClientKey that was supplied in your letter. abc123
The key you entered is this "abc123"
Is this correct?[Y,N]?Y
Please enter where you want the IEDATA control database installed.
If you are unsure please ask someone from your IT staff for assistance.
If the control database already exists on the network you will be given
the option to overwrite it. < Example would be c:\iedata >
Where do you want the IEDATA control database? _
```

In this example we will install the “Control Database” locally to “C:\IEDATA”



```
C:\WINDOWS\system32\cmd.exe
Which version of Office you are running? [1,2,3]?2
You have selected office2002
Is this correct?[Y,N]?Y
Please type in your ClientID that was supplied in your letter. 123456
The ID you entered is this "123456"
Is this correct?[Y,N]?Y
Please type in your ClientKey that was supplied in your letter. abc123
The key you entered is this "abc123"
Is this correct?[Y,N]?Y
Please enter where you want the IEDATA control database installed.
If you are unsure please ask someone from your IT staff for assistance.
If the control database already exists on the network you will be given
the option to overwrite it. < Example would be c:\iedata >
Where do you want the IEDATA control database? c:\iedata
```

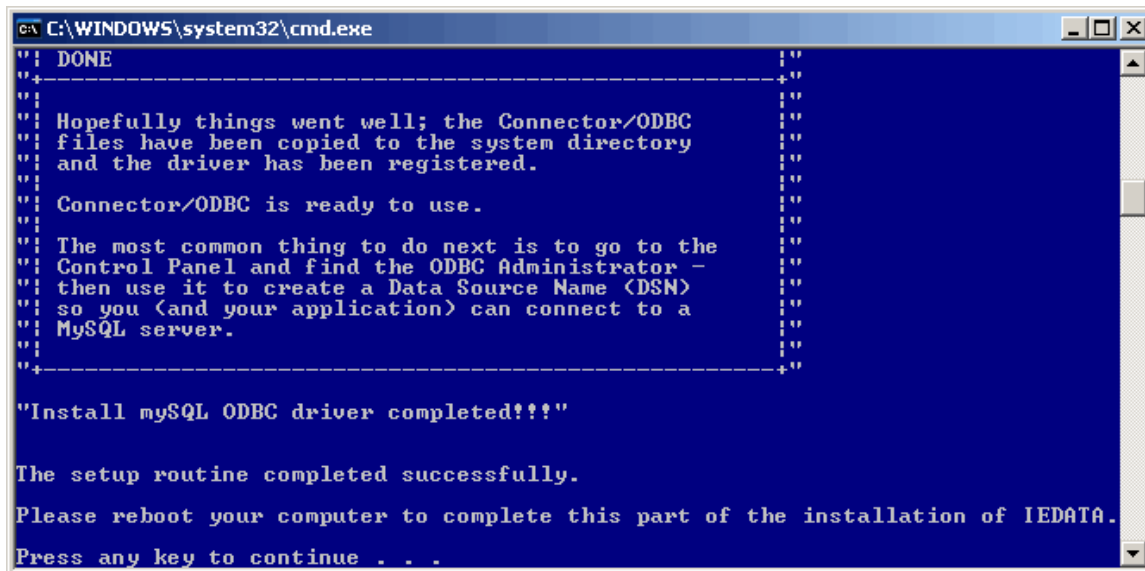
***Please Note** – This process may take several minutes depending on your answer. During this time the “Control Database” is being copied to the location specified and must NOT be interrupted.



```
C:\WINDOWS\system32\cmd.exe
The ID you entered is this "123456"
Is this correct?[Y,N]?Y
Please type in your ClientKey that was supplied in your letter. abc123
The key you entered is this "abc123"
Is this correct?[Y,N]?Y
Please enter where you want the IEDATA control database installed.
If you are unsure please ask someone from your IT staff for assistance.
If the control database already exists on the network you will be given
the option to overwrite it. < Example would be c:\iedata >
Where do you want the IEDATA control database? c:\iedata
The path you entered is "c:\iedata"
Is this correct?[Y,N]?Y
Please wait while the control database file is copied to the directory you specified.
Note: This process may take a few minutes so please be patient.
```

Step 7

Next the mySQL ODBC driver will be installed. This step is automatic and requires no user interaction. It is very fast and when finished you should see the screen below.



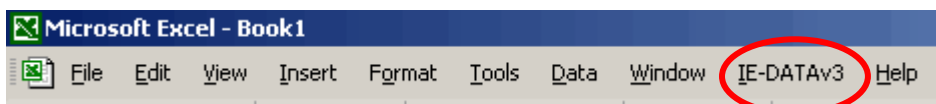
```
C:\WINDOWS\system32\cmd.exe
"! DONE
"! -----"!
"! Hopefully things went well; the Connector/ODBC
"! files have been copied to the system directory
"! and the driver has been registered.
"!
"! Connector/ODBC is ready to use.
"!
"! The most common thing to do next is to go to the
"! Control Panel and find the ODBC Administrator -
"! then use it to create a Data Source Name (DSN)
"! so you (and your application) can connect to a
"! MySQL server.
"! -----"!
"!
"! "Install mySQL ODBC driver completed!!!"
"!
"! The setup routine completed successfully.
"!
"! Please reboot your computer to complete this part of the installation of IEDATA.
"!
"! Press any key to continue . . .
```

Step 8

At this point the installation of the IEDATA add-in is almost complete. Please press any key to continue which will take you back to a DOS prompt. You can now close this window. **Please reboot your computer in order for the installation to fully complete.**

Step 9

Once you have rebooted your computer, please log in. Now when you open Microsoft Excel you should see “**IEDATAv3**” listed on the left of Help. **



IF you do NOT see “IEDATAv3**” listed to the left of Help please proceed to **Appendix A on the next page.**

Appendix A

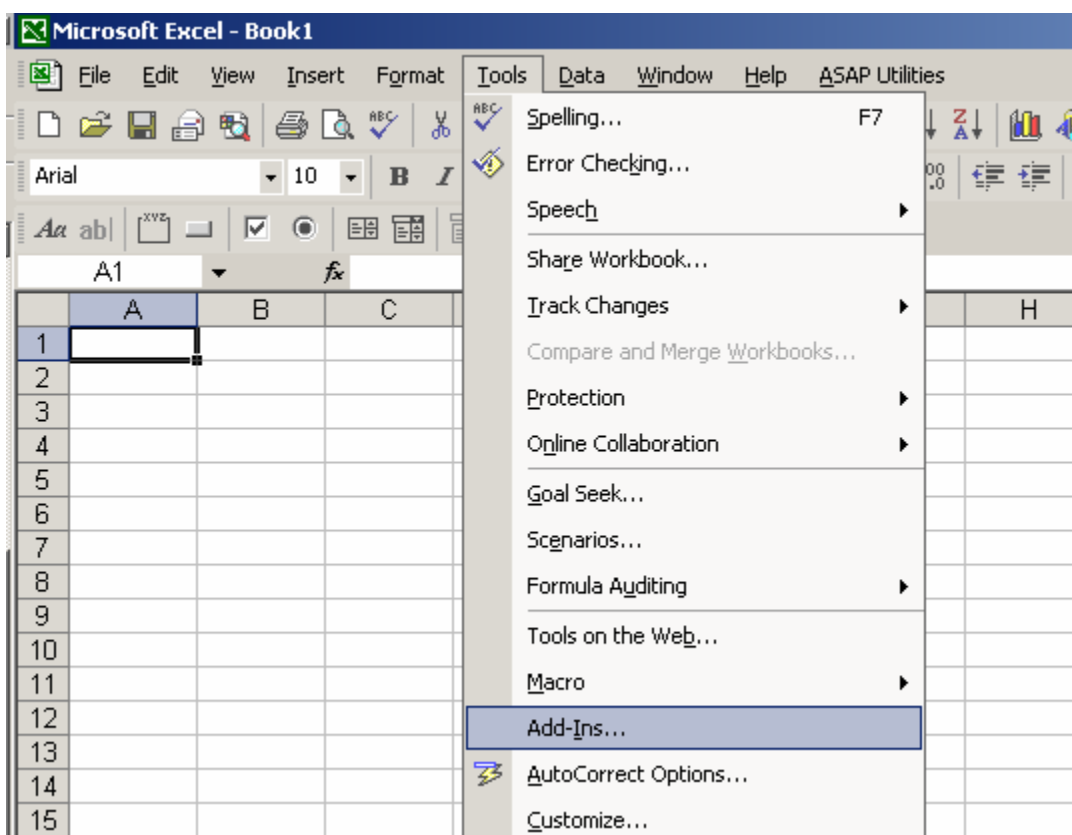
These steps are here to assist in the event that “**IEDATAv3**” does not appear when you open Excel. This step will show you how to manually add the “**IEDATAv3**” add-in to Microsoft Excel.

Step 1 - Open Excel

Step 2 - Open Click on **File** then click **New...** (Blank sheet must be open for Step 3)

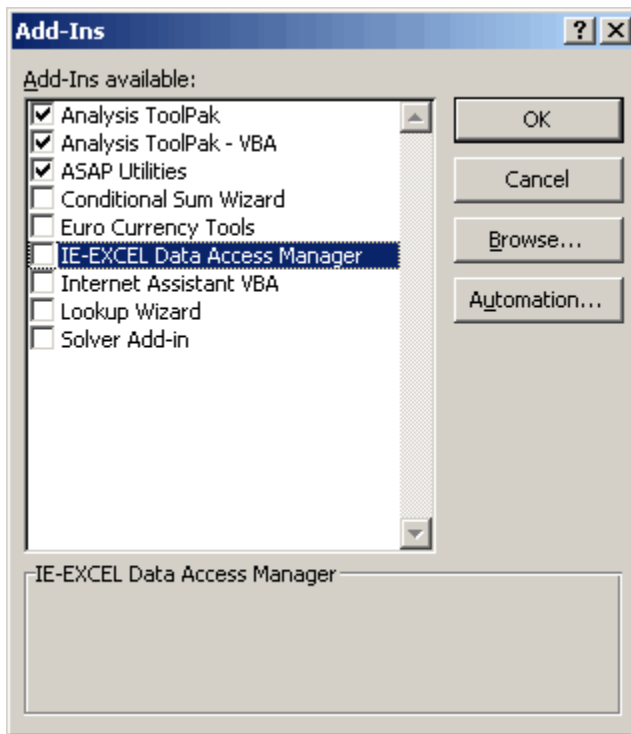
Step 3

On the **Tools** menu, click **Add-ins**



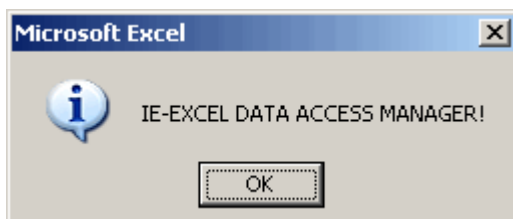
Step 4

You should see “**IE-EXCEL Data Access Manager**” in the list as shown below. Select this add-in by putting a checkbox to the left and then click **OK**.



Step 5

You will get a pop up box letting you know it was added. You should then see “**IEDATAv3**” next to **Help**.



IMPORTANT!

If after following all the steps in this installation guide you are still having problems getting the “**IEDATAv3**” add-in working please email iedata@informaecon.com or call Joe Booth at 901-766-4537.