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# ActiveGraf

## Easy Install Guide v3

Installation and Add-ins activation



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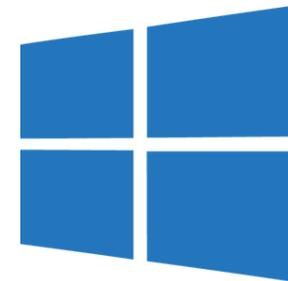
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# System Requirements

- ActiveGraf is an on-premise software application which runs in a single instance personal computer.
- Minimal Hardware requirements:
  - Microsoft Windows Compatible PC
  - 8<sup>th</sup> gen Intel Core i7 processor or faster
  - 8 GB RAM or more
  - The ActiveGraf user experience have been specifically tailored to support gestures and direct screen interactions on capable HW devices.
- Software requirements:
  - Windows 8.1, Windows 10, Windows 11
  - Microsoft Office for Windows 2016 (version 1805 of above)
  - ActiveGraf requires full on-premise installation of Microsoft Office.
- ActiveGraf uses Office Add-in technology (Excel and PowerPoint add-ins)
- ActiveGraf Server runs on the local computer



# Get ActiveGraf installation or update files

## Installation

Open [Get ActiveGraf](#) webpage, navigate to "Try ActiveGraf 30-days Free", click Download. On the new page that opens, click Download again and follow instruction on the next slide.

### Download and Install ActiveGraf

Currently for Windows with Office 2016 version 1805 or newer. See minimum hardware and software requirements [here](#). Check out our [Easy Install](#) and [First Steps Guides](#).

**DOWNLOAD**



ActiveGraf.Setup-3.1.6.msi

Hmm... looks like this file doesn't have a preview we can show you.

**Open** **Download**

Update (It requires a previously installed ActiveGraf version. Update doesn't require admin rights. )

Open [Get ActiveGraf](#) webpage, scroll to "Get the Latest Update", click Download Update, then again Download on the new page that opens. After you downloaded the .agu update file, just double click on it to run the update.

### Update ActiveGraf

To make sure you are up to date with our latest features, just double click the AGU file after download.

**DOWNLOAD UPDATE**



update316.agu

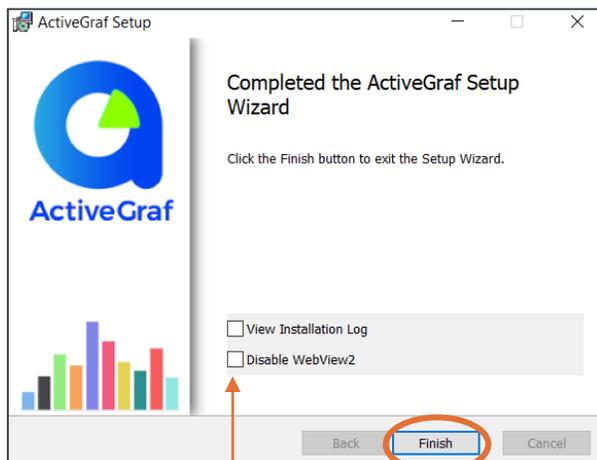
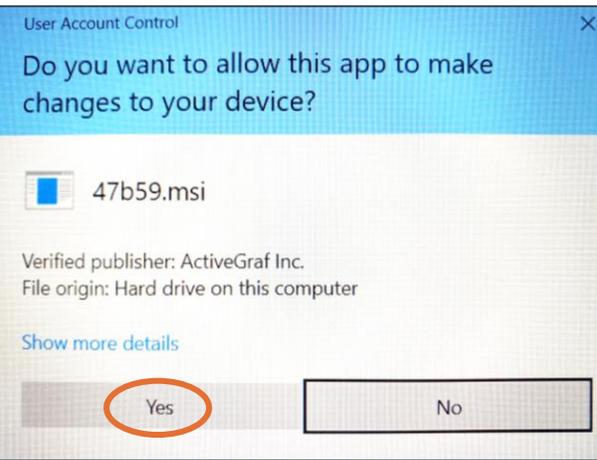
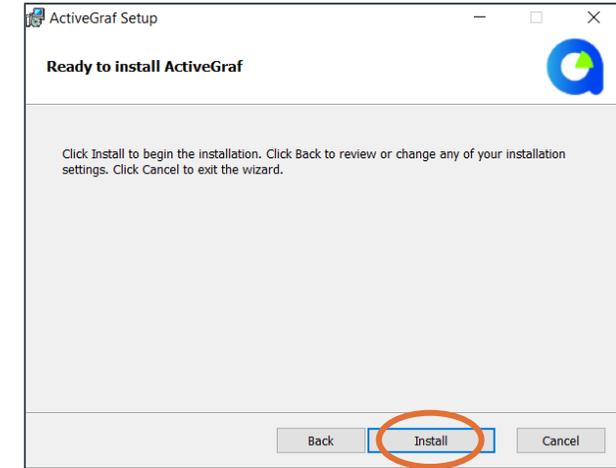
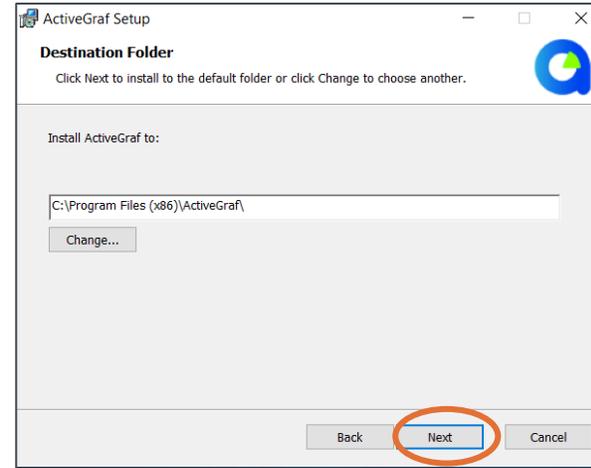
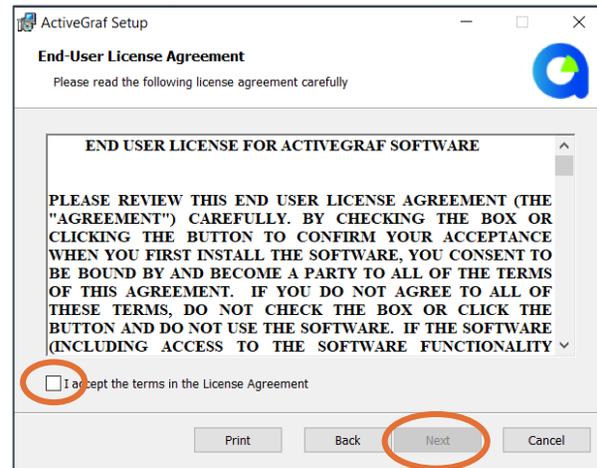
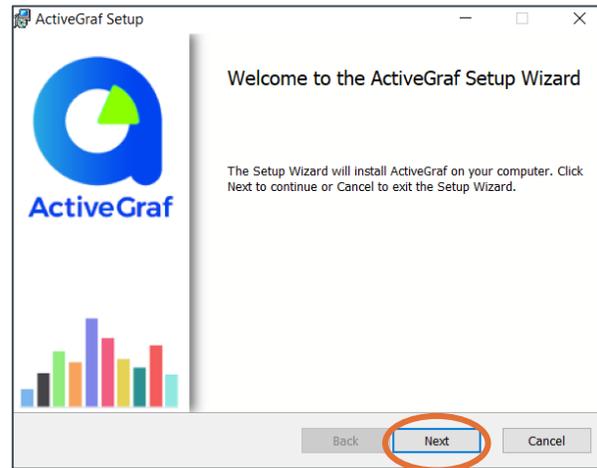
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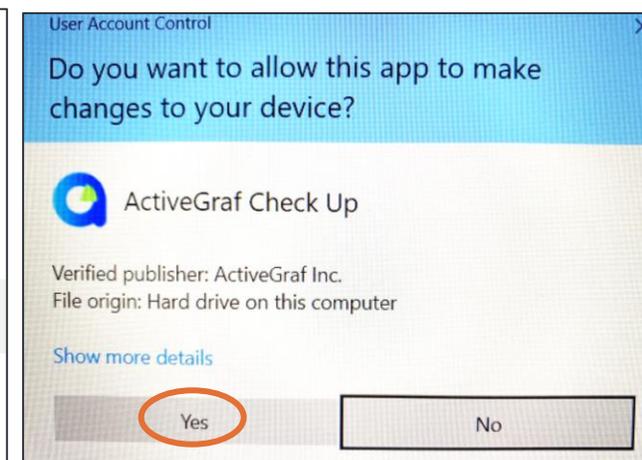
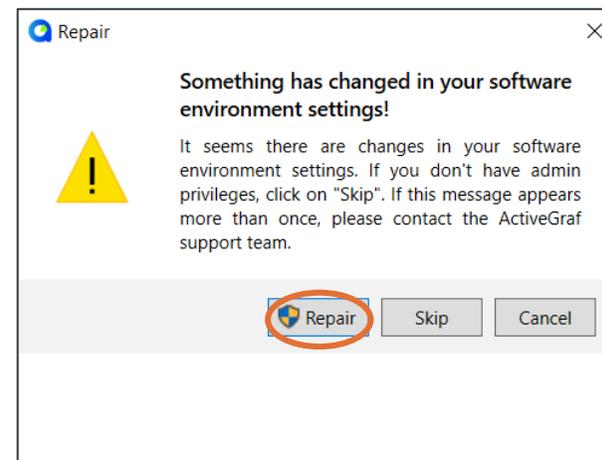


# Installing ActiveGraf

To install Activegraf run the download .msi installer and follow the steps below :



(Check it if you would like to disable WebView2.  
For more information contact us or your IT admin.)



# Installing ActiveGraf – Add-ins Excel

Once Installation is completed, ActiveGraf Add-ins require activation. Open and save a new Excel file on your **local drive** and load add-ins as follows.

**Setting up ActiveGraf add-ins in Excel and PowerPoint**

For both Excel and PowerPoint these steps below are to be performed

[Learn more about ActiveGraf](#)

**Load add-ins in Excel and PowerPoint**

1. Please close any open Office applications. The changes will take effect next time you restart.
2. In Excel/PowerPoint, select **My Add-ins** on the **Insert** tab of the ribbon.
3. Choose **SHARED FOLDER** at the top of the **Office Add-ins** dialog box.
4. Select **ActiveGraf** addin and click **OK** to add it to Excel/PowerPoint. Also repeat it for **Insert Chart**.

**Thank you for using ActiveGraf.**

**Note:** All ActiveGraf enabled files must be saved on a locally mapped drive, not OneDrive or other cloud drive, and should not be moved once created. You can share or move files with the "Package" function. More about this in the First Steps Guide.

Office Add-ins

MY ADD-INS | SHARED FOLDER | ADMIN MANAGED | STORE

ActiveGraf ActiveGraf

Insert Chart ActiveGraf

1 2

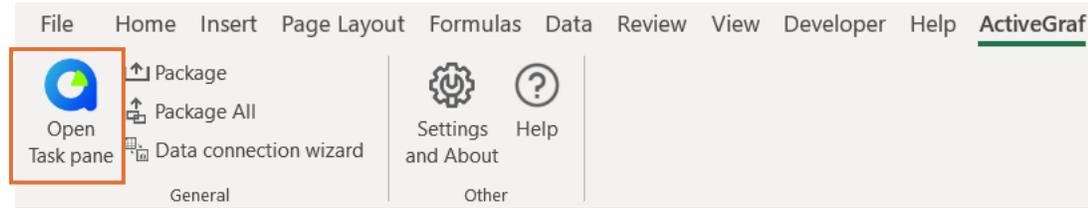
First select ActiveGraf and Add.  
Open again this tab, select Insert Chart and Add.

Add Close



# Verifying proper installation

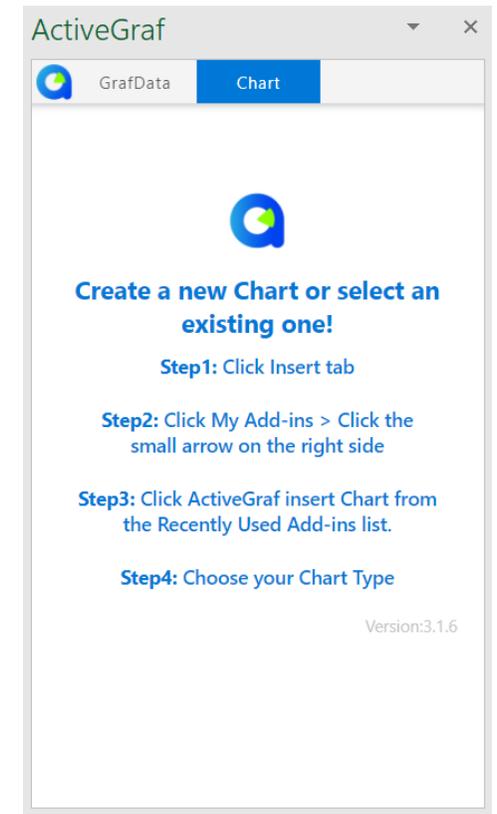
Before you move on, make sure that ActiveGraf is installed properly. Go to ActiveGraf ribbon, then click on “Open Task pane”.



Working with ActiveGraf requires a locally installed ActiveGraf license. Users without a working license will not be able to benefit from the interactive analysis features. (See license settings on the next slide.)

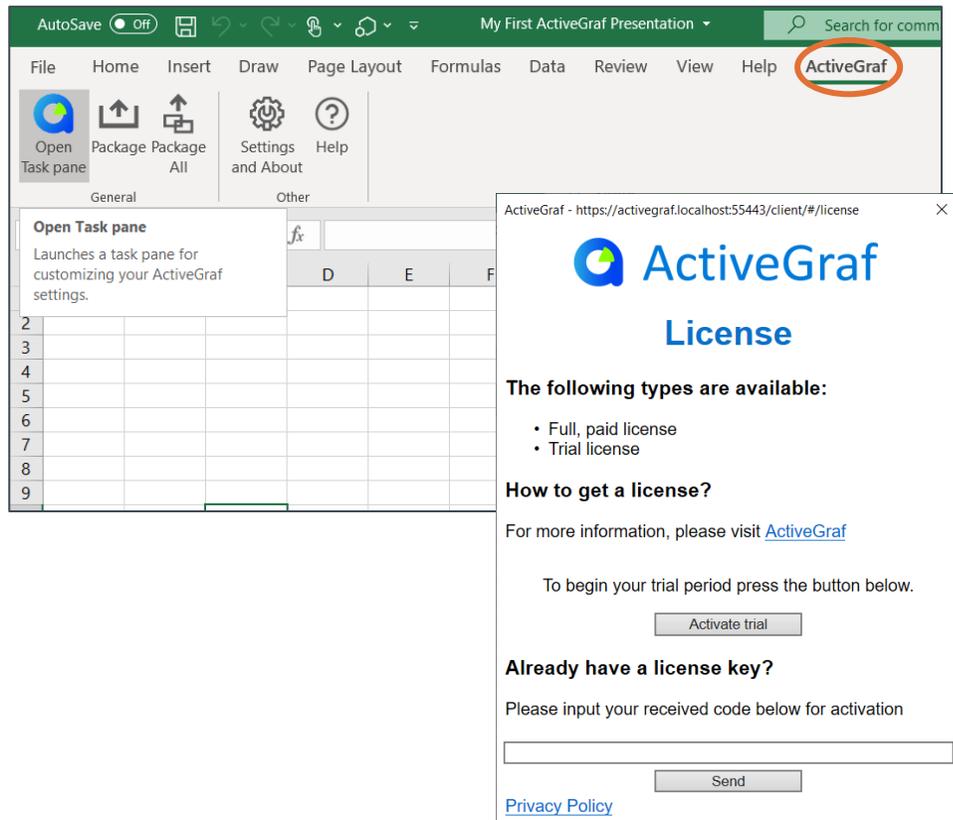
If you see a properly loaded TaskPane as in the picture, you are ready.

If your screen shows something different than the image, please check the Minimum Install Requirements again. For detailed information on enterprise and network environment settings, open this [IT checklist](#). If you encounter any issues, do not hesitate to contact us.



# Installing ActiveGraf – License Activation

When you have opened the ActiveGraf Ribbon, open the TaskPane and activate your license. If you just want to try ActiveGraf, active the trial license.



AutoSave  Off My First ActiveGraf Presentation

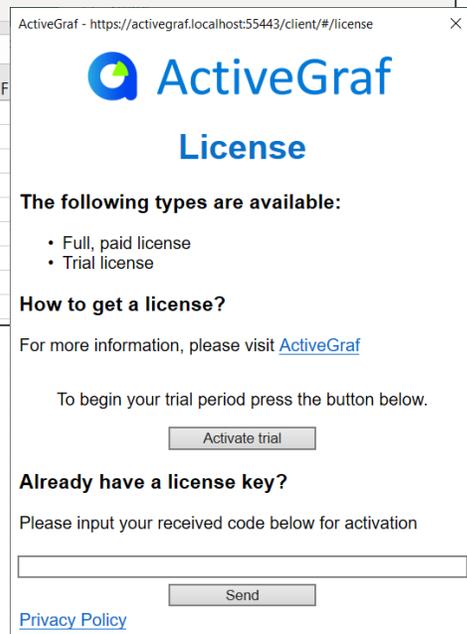
File Home Insert Draw Page Layout Formulas Data Review View Help **ActiveGraf**

Open Task pane Package Package All Settings and About Help

General Other

**Open Task pane**  
Launches a task pane for customizing your ActiveGraf settings.

	D	E	F
2			
3			
4			
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9			



ActiveGraf - https://activegraf.localhost:55443/client/#/license

**ActiveGraf**  
**License**

**The following types are available:**

- Full, paid license
- Trial license

**How to get a license?**

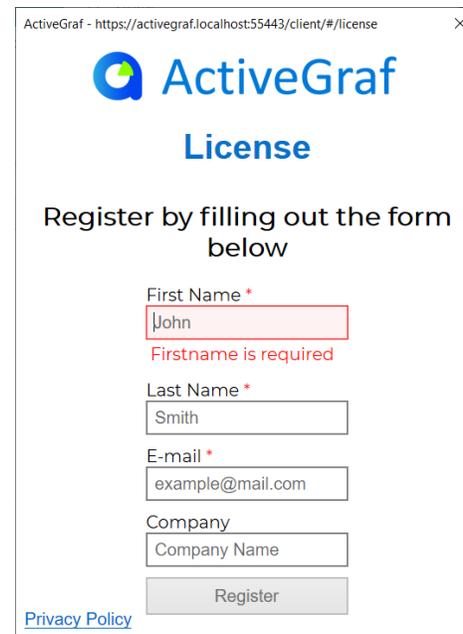
For more information, please visit [ActiveGraf](#)

To begin your trial period press the button below.

**Already have a license key?**

Please input your received code below for activation

[Privacy Policy](#)



ActiveGraf - https://activegraf.localhost:55443/client/#/license

**ActiveGraf**  
**License**

Register by filling out the form below

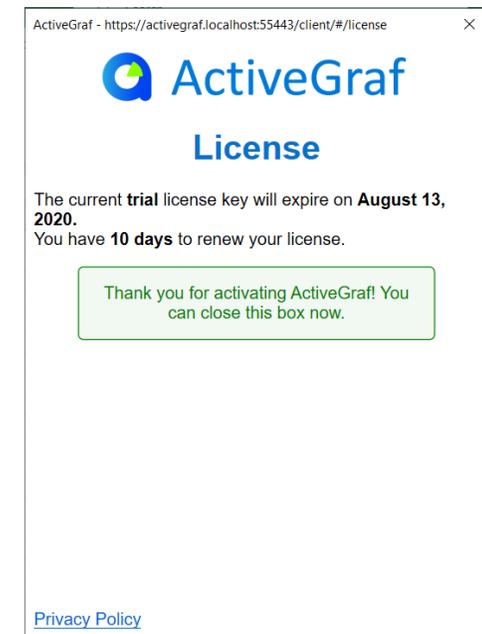
First Name \*  
  
Firstname is required

Last Name \*

E-mail \*

Company

[Privacy Policy](#)



ActiveGraf - https://activegraf.localhost:55443/client/#/license

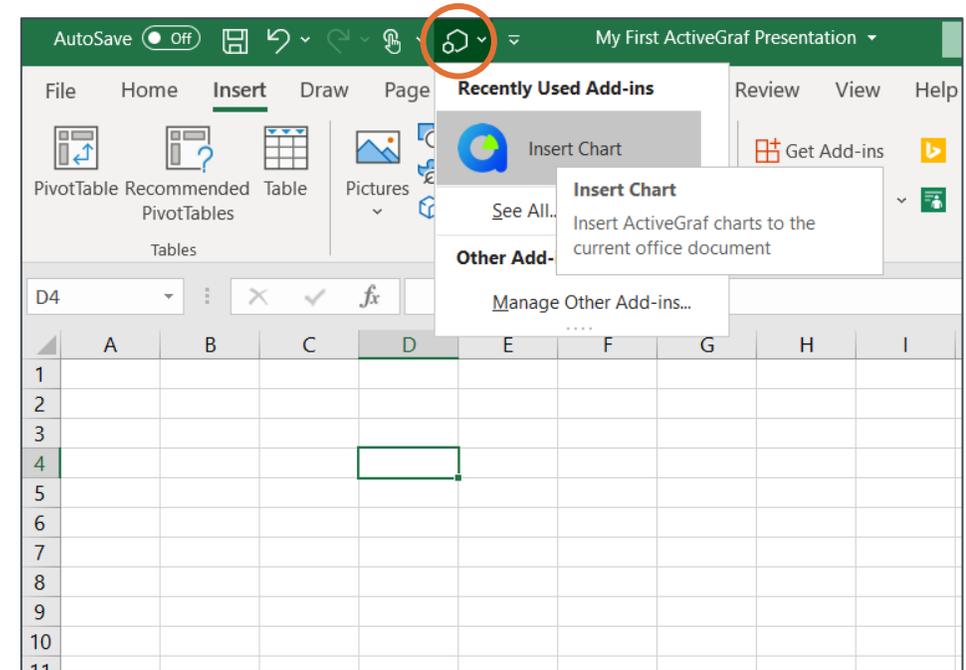
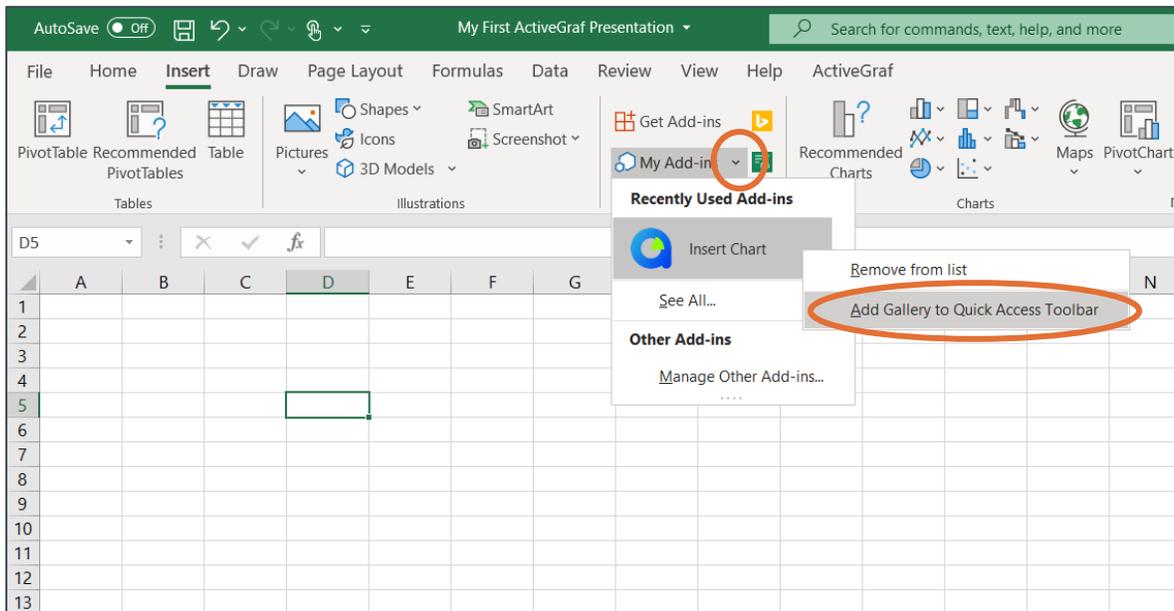
**ActiveGraf**  
**License**

The current **trial** license key will expire on **August 13, 2020**.  
You have **10 days** to renew your license.

[Privacy Policy](#)

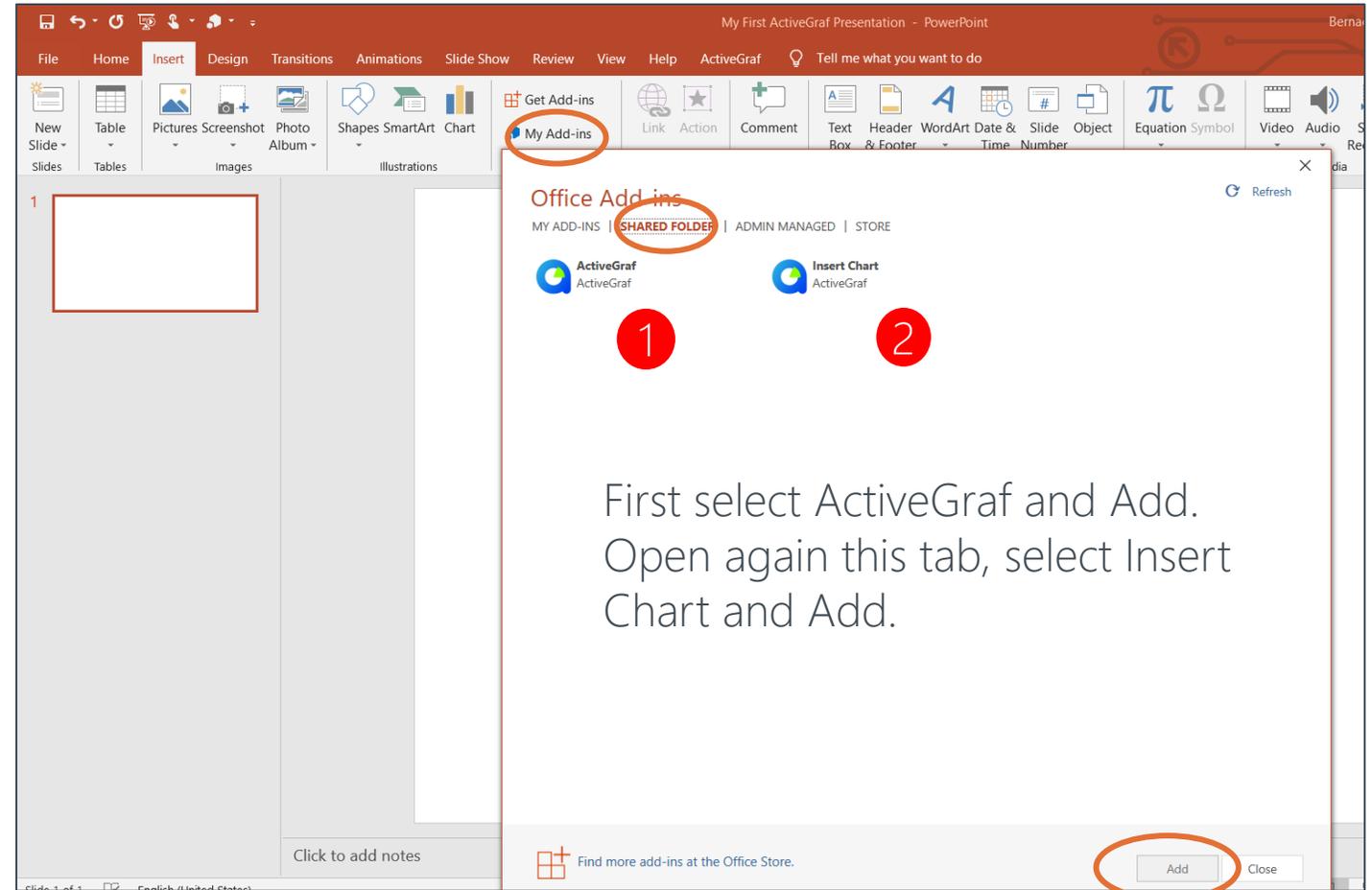
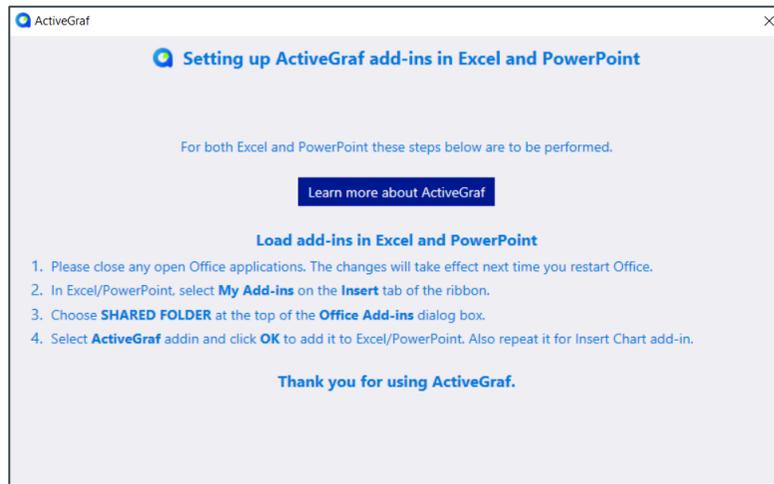
# Installing ActiveGraf – Quick Access in Excel

The last step is to add ActiveGraf to Excel Quick Access Toolbar. Click on the little arrow of My Add-ins, then right click and add ActiveGraf to Quick Access Toolbar. This makes it easier and quicker to insert ActiveGraf into your dashboards and spreadsheets.



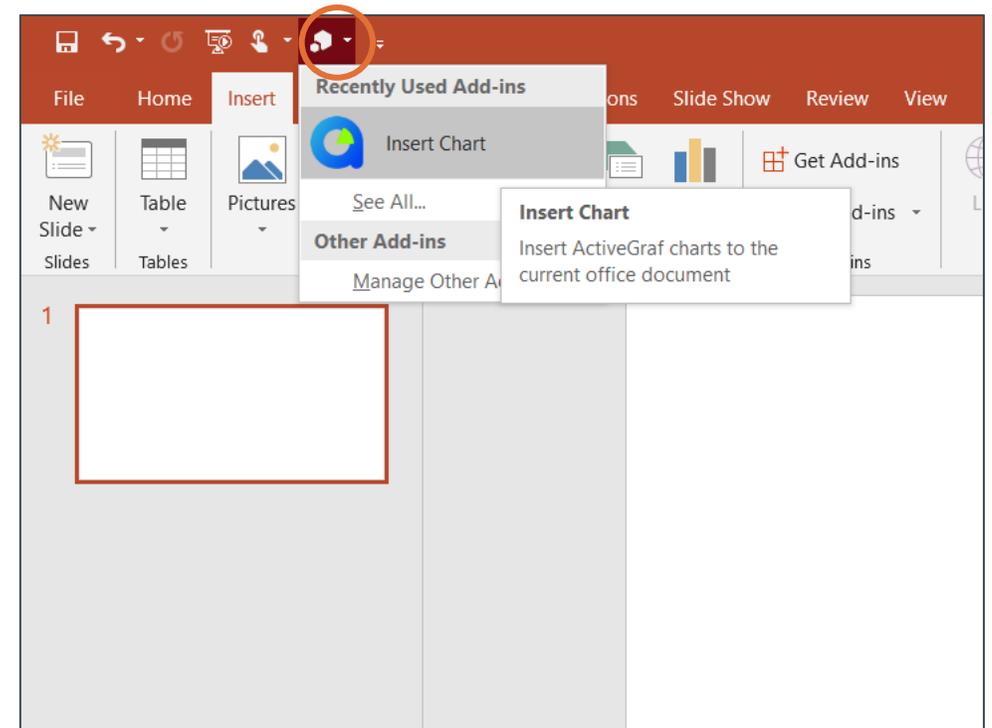
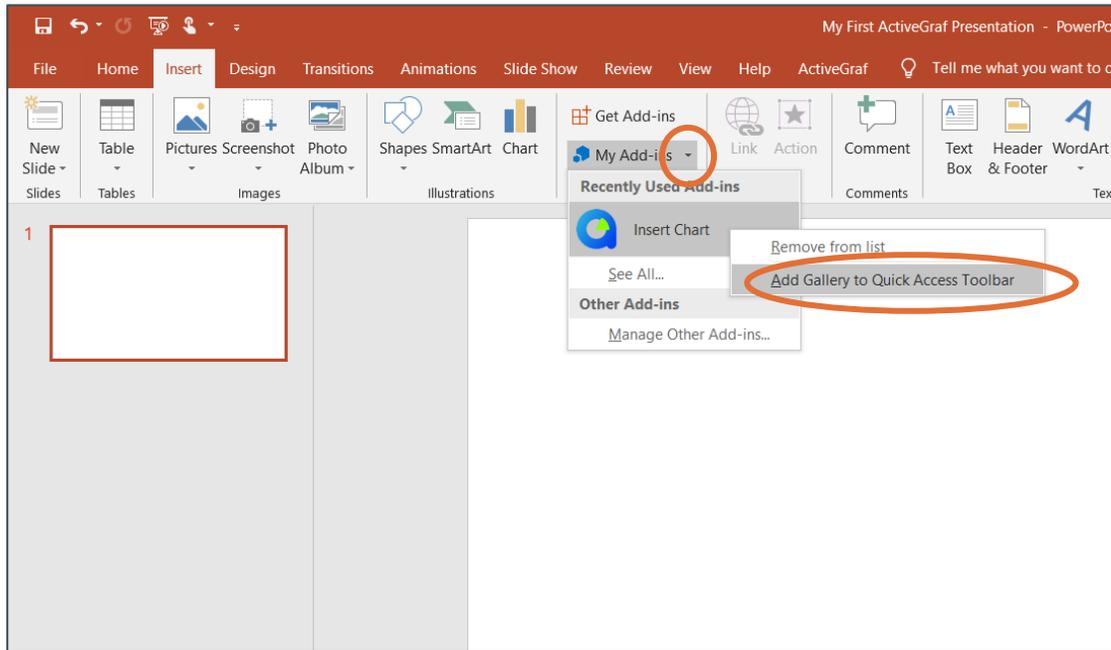
# Installing ActiveGraf – Add-ins Power Point

Now, let's do the same steps in Power Point. Open and save a new Power Point presentation on your local drive (again make sure that this file and all ActiveGraf enabled files are on a locally mapped drive, not a cloud drive). Add a new slide and load add-in.



# Installing ActiveGraf – Quick Access in PowerPoint

Now add ActiveGraf to Power Point Quick Access Toolbar. Click on the little arrow of My Add-ins, then right click and add ActiveGraf to Quick Access Toolbar. This makes it easier and quicker to insert ActiveGraf into your dashboards and presentations.



Congratulations! You have successfully installed ActiveGraf.

As a next step, we suggest to continue with the First Steps Guide and effortlessly create your first interactive scenario dashboard.