

## **Ibisco Finplan2009is Installation and Activation**

### ***System requirements***

To use Finplan, you need:

- Operating system Microsoft® Windows® 7, XP or Vista.
- Microsoft® Excel® 2007 or 2010. In Excel, Analysis ToolPak Add-In has to be installed.
- Microsoft® Word 2007 or 2010.
- For preparing reports in Microsoft® PowerPoint®, you need Microsoft PowerPoint 2007 or 2010.
- Adobe® Reader® 7 or later.
- 60 MB of free hard disc space.
- Internet connection.

### ***Installation***

Before installing, activating, updating or transferring your Finplan licence, you have to be logged in with the user name and password which give you administrative rights.

To install Finplan:

- 1.** Close all programs.
- 2.** Start Excel, click the Microsoft Office Button (Excel 2007) or File tab (Excel 2010), Options, Add-Ins, and click Go. In the Analysis ToolPak list, select the Analysis ToolPak check box, click OK and close Excel.
- 3.** Click on Finplan2009is installation link, click Install, and click Run or Open.
- 4.** Follow the onscreen instructions.
- 5.** Click Install on the last screen of the wizard.
- 6.** Click Finish.

When you install Finplan, the product is a 30 day trial version until you activate the software.

### ***Activation***

To activate Finplan:

- 1.** Windows 7 or Vista: right click on the Ibisco Finplan2009is icon on your desktop and chose Run as administrator.  
Windows XP: double-click on the Ibisco Finplan2009is icon on your desktop.  
The InstallShield Wizard for Ibisco Finplan 2009is appears.
- 2.** Follow the onscreen instructions and enter your serial number.  
When the process is complete, a message appears stating that the software was successfully activated.
- 3.** Click Finish.

### ***Transferring your Finplan software license***

You can transfer your Finplan software licence if you are upgrading your computer or need to move Finplan to a new computer. Before transferring your Finplan software licence, check your serial number: on the Finplan Tools tab, in the Resources group, click About Finplan and write down your serial number.

To transfer your Finplan software license:

- 1.** Open Finplan.
- 2.** On the Finplan Tools tab, in the Resources group, click Transfer License.  
Follow the onscreen instructions.
- 3.** Click Finish.

The Finplan software is removed from your computer.

### ***Users Manual / Help***

Finplan includes a Users Manual in electronic PDF format: on the Finplan Tools tab, in the Finplan Help group, click Finplan Users Manual.

For questions, please send us an email on [sales@ibisco.com](mailto:sales@ibisco.com)

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