



# PERFECTXL

## PerfectXL Add-in installation manual

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# Installation overview

## Office Add-ins

Microsoft Office applications have shifted from using COM-add-ins (essentially programs nested inside your Office environment) to using OfficeJS add-ins; web-based add-ins that are set up for cross-platform compatibility. Keeping up with Microsoft trends, the PerfectXL Add-in for Excel is such an OfficeJS add-in.

## Installation process

OfficeJS add-ins aren't executables with installers, but are instead configured through an organisation's Microsoft 365 admin center. After you purchase the PerfectXL Add-in, you will receive an XML file (called a *manifest*), which must be uploaded in the organisation's Microsoft 365 admin center. Then, users can be assigned who will automatically get the add-in next time they log in to Excel.

# Installation requirements

## Requirements in a nutshell

- › A recent version of Excel
- › A Microsoft 365 subscription
- › Access to the organization's admin center
- › In Excel, users must log in with their Microsoft account
- › Internet access

## Internet connection

Modern Office Add-ins are hosted utilities. Although an internet connection is required to open an add-in, once it's open it can operate without internet. Note that the PerfectXL Add-in does not send spreadsheet data to the server.

## Supported versions of Excel

- › Office for Windows (*Microsoft 365 subscription*):  
Version 2002 (build 12527.20092) or later
- › Office 2021 for Windows (*one-time purchase*):  
Build 16.0.14326.20454 or later
- › Office for Mac (*Microsoft 365 subscription*):  
Version 16.35 or later
- › Office for web: February 2020 or later

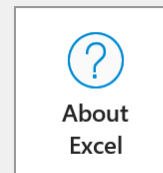
You can find the version of Excel under **File > Account**.

## Microsoft subscription

Any of these subscriptions are supported:

- › Microsoft 365 Business licenses (*Business Basic, Business Standard, Business Premium*)
- › Office 365 Enterprise licenses (*E1/E3/E5/F3*)
- › Microsoft 365 Enterprise licenses (*E3/E5/F3*)

When logged into Excel, you can find the current subscription under **File > Account**.



### About Excel

Learn more about Excel, Support, Product ID, and Copyright information.

Version 2109 (Build 14430.20306 Click-to-Run)

Current Channel

# Installation steps

1. Log into the Microsoft 365 admin center of your organisation.
2. Under **Settings**, go to **Integrated apps**.
3. Click **Upload custom apps**.
4. Choose the app type **Office Add-in**.
5. Check **Upload manifest file (.xml) from device**.
6. Upload the manifest file provided by PerfectXL (e.g. "perfectxl-add-in.xml")
7. Click **Next**.
8. Choose which users within the organisation will receive the add-in in their Excel environment.
9. Continue to deployment.

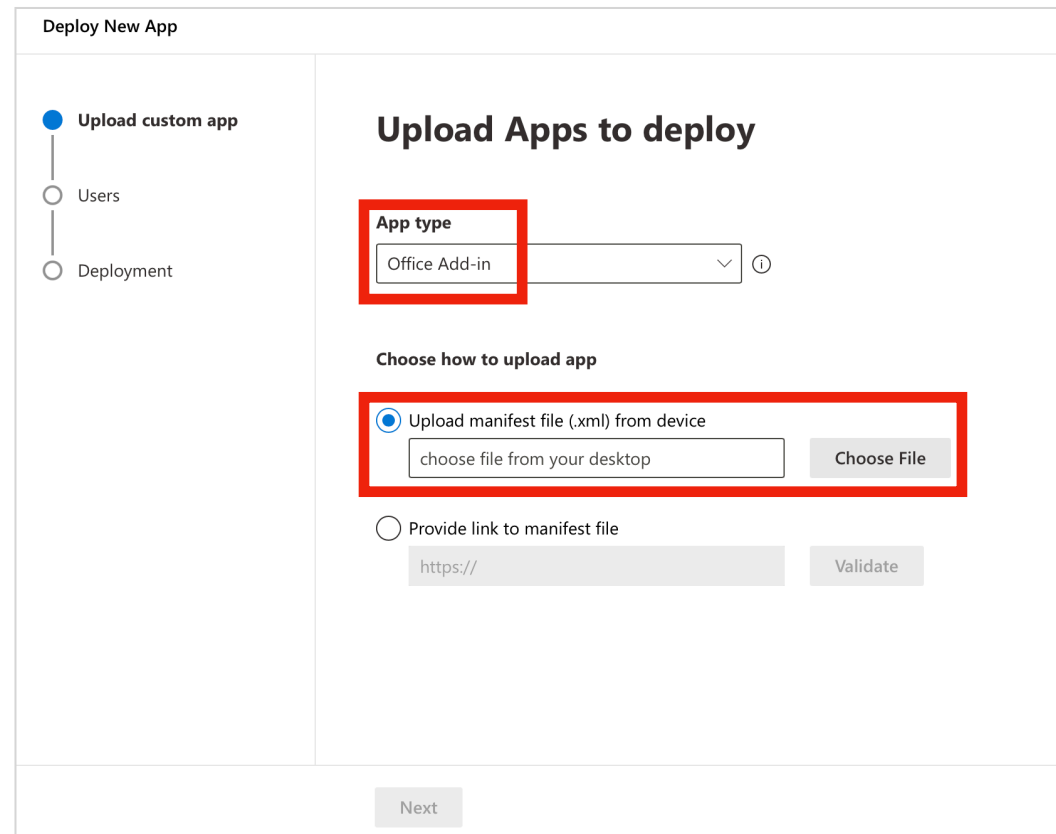
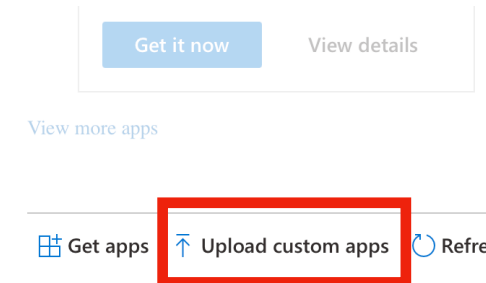
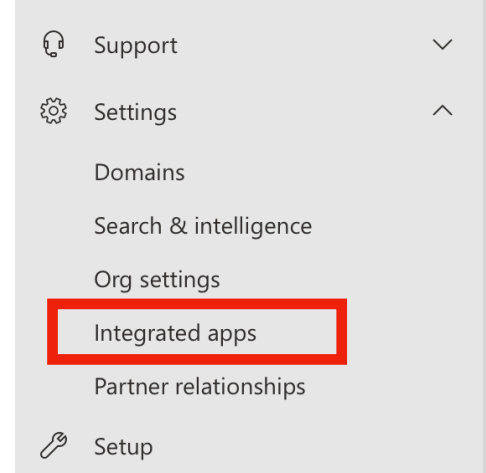
For more details, please consult the relevant Microsoft documentation:

## › Centralized Deployment requirements

<https://docs.microsoft.com/en-us/microsoft-365/admin/manage/centralized-deployment-of-add-ins?view=o365-worldwide>

## › Deployment in the admin center

<https://docs.microsoft.com/en-us/microsoft-365/admin/manage/manage-deployment-of-add-ins?view=o365-worldwide>



# Licensing

## Automatic licensing

A license key is embedded into the manifest file sent to you by PerfectXL. When members in your organisation first use the add-in in Excel, activation happens automatically in the background.

### › Running into issues?

Please [contact support](#) and we'll be glad to help out.

### › Haven't got a license yet?

Reach out to [info@perfectxl.com](mailto:info@perfectxl.com)

## Verify license

Logged into Excel as an end user who has the PerfectXL Add-in, click **Info & License** on the **PerfectXL** ribbon to bring up the licensing info.

