

## Installation notes (new installation)

These installation notes apply to the installation of Act- $f_x$  for the first time as trial for a new user or installation on a new computer for an existing user.

### Requirements:

- Microsoft Windows 2000, XP, Vista, 7 & 10; Home, Professional and Business editions.
- Microsoft Excel: any version from '97 on (32-bit editions only of Microsoft Office 2010 and later).
- Windows 'Administrator' privileges for installation.
- Internet connection for registration and activation.  
(If not available on computer to be used, please contact Actuarial Solutions Ltd for a manual activation).
- Email address for new users for verification on registration.

### Installation procedure:

- Ensure that Excel is **not** running before starting the installation.
- If the downloaded installation set-up file has been saved, double click on the file name in Windows Explorer to run the installation set-up program.
- There may be a pause in display of messages after the 'preparing to install' message but please wait and the installation will continue.
- Registration:
  - The software must be registered before it can be used.
  - There is an opportunity for registration at the end of the installation process.
  - If you wish to install a trial version of the software, choose 'Activate as trial' when prompted. This provides a 30-day free trial of the complete software.
  - New trial installations are installed with the Licence Key disabled initially. Please contact Actuarial Solutions Ltd to have the Licence Key enabled.
  - If you are an existing user with a paid subscription, chose the option 'Activate paid subscription' and enter your product key. You will not need to re-enter your registration details.
  - If the software is not registered on installation it can be registered on first use or by selecting  
'All Programs – Actuarial Solutions – Actuarial Toolkit – Register' from the Windows Start menu.
- A short-cut to a ReadMe file giving further information is placed on the Windows Desktop after installation.
- The software can be installed as a trial on as many pcs as you wish but cannot be re-installed as a trial on the same pc after the expiry of the 30-day free trial period.
- When starting Excel for the first time after a new installation, use the 'Browse' button in the Add-in Manager to locate the 'ActuarialToolkit.xll' file in folder '\Program Files (x86)\Actuarial Solutions\Actuarial Toolkit'. Further detail is given in the ReadMe file.
- Installation assistance is available from Actuarial Solutions Ltd using the contact details below.