# Installation instructions for iSBEMie\_v5.5.h

You need to have a version of **Microsoft Access** installed on your computer prior to installing **iSBEMie\_v5.5.h**. Either the full version of **Microsoft Access** or just the "Access runtime" would be sufficient to run the iSBEMie software. A runtime version of Microsoft Access 2013 is available for download freely from the Microsoft website at:

https://www.microsoft.com/en-gb/download/details.aspx?id=39358 (select the x86 version).

**NB:** iSBEMie cannot run on an online cloud-based system, e.g., Access Online with MS Office 365 "subscription-only service". Therefore, you are advised to install iSBEMie on the local hard drive (e.g., C:\) of a computer which has either a full local "stand-alone" version of Access or an Access runtime version.

Users with x64 versions of **MS Office/Access** will need to follow the instructions on the next page *prior* to installing **iSBEMie\_v5.5.h**, as iSBEMie cannot currently run with x64 MS Access (note this is different to a 64bit (x64) Windows operating system).

## How to install iSBEMie on your computer:

- Click on the hyper-link to download and save the iSBEMie\_v5.5.h.exe file temporarily onto your Desktop.
- Once the download has completed, from your Desktop, double-click on the iSBEMie\_v5.5.h.exe file to initiate the self-extracting process. This will automatically install the application to a new folder on your hard drive (by default: C:\NEAP\, but you can change the location if you wish). Click on the Unzip button. Once you see the message "xx files unzipped successfully", click on OK, and then the Close button.

To start the iSBEMie software, go to **My Computer**, and then double-click on the **Local C**: drive. Double-click on the **NEAP** folder, and then double-click on the **iSBEMie\_v5.5.h** folder to locate the file **iSBEMie\_v5.5.h.mdb**. Double-click on **iSBEMie\_v5.5.h.mdb** to start iSBEMie.

The downloaded file **iSBEMie\_v5.5.h.exe** can now be deleted from your **Desktop** as it is no longer needed.

**NB:** You might need to seek assistance from you IT department if the security settings for MS Office on your computer prevent you from installing or running iSBEMie.

## **Optional**

- Users who intend to model and run calculations for particularly large projects (e.g., those containing hundreds of zones) in iSBEMie, <u>provided their computers have 64-bit (x64) Windows operating systems (which is different to having a x64 (64-bit) of MS Access/Office)</u>, may choose to download the file iSBEMie\_v5.5.h\_x64.exe, which contains a 64-bit (x64) version of the calculation engine, <u>instead</u> of iSBEMie\_v5.5.h.exe. Note that this 64-bit (x64) version will <u>not</u> run if installed on computers with 32-bit Windows operating systems.
- To create a shortcut for iSBEMie on your Desktop, go to My Computer, and then double-click on Local C: drive. Double-click on the NEAP folder, and then double-click on the iSBEMie\_v5.5.h folder, and once you locate the file iSBEMie\_v5.5.h.mdb, right-click on it. Select Send To from the drop-down menu which appears, and then click on Desktop (create shortcut). You should notice the shortcut iSBEMie\_v5.5.h.mdb Shortcut has been created on your Desktop, and you can now double-click on it to start iSBEMie\_v5.5.h.

## Installation instructions for Windows 7,8 and 10 – Users with 64-bit MS Office

Please follow these instructions <u>only</u> if you have **Windows 7**, **Windows 8**, or **Windows 10** installed on your PC with a **64-bit** version of MS Office.

#### If you are not sure which version of MS Office is installed on your computer:

For Office 2010 users - open **Word**, click on the **File** tab at the top-left corner, and then click on **Help**. On the right-hand side, it should tell you the version of **MS Office** installed on your PC, i.e., whether it is 64-bit or 32-bit (see Image 1 below).

For Office 2013 and Office 2016 users - open **Word**, click on the **File** tab at the top-left corner, then click on **Account**, and then on **About Word**. A pop-up window should appear displaying which version of **MS Office** is installed on your PC, i.e., whether it is 64-bit or 32-bit (see Image 2 below).

Alternatively, contact your IT department.



$\left( \epsilon \right)$	Installation instruct	ions for iSBEM_5.2.g.doc [Compatibility Mode] - Word
Info	Account	
New		
Open	User Information	Product Information
Save	P	<b>Office</b>
Save As	Change photo	
Print	Sign out Switch Account	Subscription Product Microsoft Office 365 ProPlus
Share	Office Themes	This product contains
Export	White •	🚰 🕼 🔯 📴 😰 🗐 🖬 🕼 🕼
Close	Connected Services:	Office Undeter
		Updates are automatically downloaded and installed.
Account		Update Version: 15.0.4797.1003 Options •
Options	· · · · · · · · · · · · · · · · · · ·	
	Add a service *	About Word About Word
Image 2		

### For MS Office 2010 or MS Office 2013:

- To disable MS Access 64-bit if it is installed on your computer, open the Control Panel and select Programs and Features (see Image 3 below). From the list of installed programmes, select MS Office 2010 or MS Office 2013 and click on Change (see Image 4 below). Select the Add or Remove features option (see Image 5 below) and set MS Access to Not Available on the next screen (see Image 6 below).
- Once you have disabled MS Access, you will need to download and install a "runtime" version of MS Access x86 from the Microsoft website (previously known as 32-bit). For e.g., a runtime version of MS Access 2013 is available for free download at: https://www.microsoft.com/en-gb/download/details.aspx?id=39358.
- Ensure you have the latest version of Microsoft Visual Redistributable installed on your PC. If not, you can download it directly from the link below: https://support.microsoft.com/en-gb/kb/2977003.

**NB:** If you do not have administrative rights on your computer, please contact your IT department for assistance with the steps described above.

4) Install **iSBEMie** as described on the 1<sup>st</sup> page of this document.





File Edit View Tools Hel	p		
Control Panel Home View installed updates Turn Windows features on or off	Uninstall or change a program To uninstall a program, select it from the list and then Organize  Uninstall Change	click Uninstall, Change, or Repair	1111 <b>-</b> 11
Install a program from the	Name	Dublisher	Installer
network	Name         Install MTsorts         Intel(R) Graphics Media Accelerator Driver         Java 7 Update 25         LiveUpdate 3.3 (Symantec Corporation)         McAfee Agent         McAfee VirusScan Enterprise         Microsoft .NET Framework 4 Client Profile         Microsoft Office Professional Plus 2010         Microsoft Silverlight         Microsoft Visual C++ 2005 Redistributable         Paint.NET v3.5.10         pdfFactory Pro         Realtek High Definition Audio Driver         Roxio Creator DE 10.3         Symantec Backup Exec Desktop Agent         VLC media player 2.0.7	Publisher IT Services - BRE Intel Corporation Oracle Symantec Corporation McAfee, Inc. McAfee, Inc. Microsoft Corporation Microsoft Corporation Microsoft Corporation Microsoft Corporation dotPDN LLC FinePrint Software, LLC Realtek Semiconductor Corp. Roxio Symantec Corporation Symantec Corporation VideoLAN	16/08/2 25/07/2 26/07/2 16/08/2 16/08/2 25/07/2 16/08/2 26/07/2 15/06/2 26/07/2 15/06/2 15/06/2 16/08/2 16/08/2 16/08/2







Customize h	ow Microsoft Office programs run	0
8	Marsaraft Office	
	Microsoft Once	
	Pup from My Computer	
	Run all from My Computer	
E al	Installed on First Lise	
•	Not Available	
	Microsoft PowerPoint	
	Microsoft Publisher	
0	Microsoft SharePoint Workspace	
9	Microsoft Visio Viewer	
	<ul> <li>Microsoft Word</li> </ul>	
•	Office Shared Features	
10 m	Office Tools	×
Store, quer Jatabases.	y, and report on information by using Microsoft Access Total space red Space available	uired on drive: 2.21 G on drive: 16.21 GB



#### For MS Office 365 ProPlus:

**NB:** If you do not have administrative rights on your computer, or you are unsure about any of the terms mentioned in this section, you are advised to contact your IT department for assistance with the steps described below.

- To remove MS Access 64-bit if it is installed on your computer, you will need to use Microsoft's Office Deployment Tool (ODT) – you can read more about this tool at: <u>https://docs.microsoft.com/en-gb/deployoffice/overview-of-the-office-2016-deployment-tool</u>.
- 2) Download the ODT from: <u>https://www.microsoft.com/en-gb/download/details.aspx?id=49117</u>.
- 3) After downloading the self-extracting executable file, double-click on it to run the self-extraction, and save the contents to any location on your computer, for e.g., in **My Documents**. The contents are 2 files: the ODT executable (**setup.exe**) and a sample configuration file (**configuration.xml**).
- 4) Edit the sample file **configuration.xml** to make it similar to Image 7 below and save it.
- 5) Open a **Command Prompt** window in the same location on your computer where the 2 files **setup.exe** and **configuration.xml** were extracted, and run the following command:

#### setup.exe /configure configuration.xml

- 6) It might take a few minutes for the process to finish removing **MS Access 64-bit** from your computer.
- 7) Download and install a "runtime" version of MS Access x86 from the Microsoft website. For e.g., a runtime version of MS Access 2013 is available for free download at: <u>https://www.microsoft.com/en-gb/download/details.aspx?id=39358</u>.
- 8) Install **iSBEMie** as described on the 1<sup>st</sup> page of this document.

```
<!-- Office 365 client configuration file sample. To be used for Office 365 ProPlus 2016 apps,</p>
    Office 365 Business 2016 apps, Project Pro for Office 365 and Visio Pro for Office 365.
     For detailed information regarding configuration options visit: http://aka.ms/ODT.
     To use the configuration file be sure to remove the comments
     For Office 365 client apps (verion 2013) you will need to use the 2013 version of the
    Office Deployment Tool which can be downloaded from http://aka.ms/ODT2013
     The following sample allows you to download and install Office 365 ProPlus 2016 apps
     and Visio Pro for Office 365 directly from the Office CDN using the Current Channel
     settings -->
<Configuration>
 <Add OfficeClientEdition="64" Channel="Monthly">
   <Product ID="0365ProPlusRetail">
     <Language ID="en-us" />
 <ExcludeApp ID="Access"/>
   </Product>
  </Add>
  <!-- <Updates Enabled="TRUE" Channel="Monthly" /> -->
  <!-- <Display Level="None" AcceptEULA="TRUE" /> -->
  <!-- <Property Name="AUTOACTIVATE" Value="1" /> -->
</Configuration>
```

Image 7