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UnRisk Excel Installation Guide

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Introduction

Welcome to the UnRisk Excel Add-In Installation Guide. This guide will take you through setup, license activation, and initial steps to start using UnRisk Excel.

System Requirements

Ensure your system meets the following requirements before installing the UnRisk Excel Add-In:

- **Operating System**: Microsoft Windows
- Microsoft Excel: Version 2208 or higher

Installing the UnRisk Excel Add-In

Step 1: Downloading the Installation File

- Please use the link provided in your "Welcome to UnRisk email" to download UnRisk Excel. Use the download password from the email.
- Note: The link is valid for a maximum of 30 days.
- If you did not receive a welcome email, please contact support at <u>support@unrisk.com</u>.

Step 2: Installing the UnRisk Excel Add-In

- Please **save and close** all currently opened **Excel** Workbooks
- **Open** the downloaded **Installation File** and choose a language and follow the installation steps.
- (This step only applies if you already have an older version of UnRisk Excel installed)
 A message will appear indicating that the old certificate is being removed. Click
 "Yes" to continue.

Please	e wait while UnRisk Ex	cel Addin is ren	noved from your co	omputer.
Root Ce	ertificate Store			
4	Do you want to D Root Store? Subject : localhos Issuer : Self Issue Time Validity : Tu February 2029 Serial Number : 6 Thumbprint (sha' 1C83E887 Thumbprint (mdS	DELETE the foll d d 3490F40 D7811 1) : 0CB21F2A 5 5) : D4EF8CA1 3	owing certificate ary 2024 through 38A1 453F37AF A3 621D4AA B8F1CE C68C4A3 DC1F66	from the Tuesday, 6 767FFCE F5 D8BFE2B0 600 4380082C
			Yes	No

Figure 1: Warning that the old certificate is being removed during update of the Add-In

In the next step, a security warning* that a localhost certificate will be installed appears. Please click "Yes" to proceed.



Figure 2: Security Warning During UnRısk Excel Add-In Installation

*Notice: Security Warning During UnRısk Excel Add-In Installation

A key feature of the UnRisk Excel Add-In is its ability to function offline. Since modern Office 365 Add-Ins must be hosted on a web server, the offline use of the UnRisk Excel Add-In requires a locally running web server.

To ensure a secure HTTPS connection, the Add-In uses a self-signed certificate. Public certificates cannot be issued for local servers like localhost, so the installer adds this self-signed certificate to your computer as a trusted source. This is a standard procedure and is considered safe – it poses no threat to your data or system.

The Windows security warning that appears during installation simply notifies you that a self-signed certificate is in use. This warning is uncritical, as the certificate is used exclusively on your local machine and does not establish any connection to external servers.

- Important: All open Excel workbooks will be closed during installation. Save any open files to prevent data loss.
- Before completing the final step, please close your browser.
- In the final step, the User Documentation will automatically open in your browser if the checkbox is selected and you clicked on "Finish".



Figure 3 Last Step of the installation wizard

When you open Excel, the UnRisk Excel Add-In should now be visible in the

toolbar UR and the side pane.

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9															Help <u>A License</u> Info Tools
10 11 12															License
13															License Information Unlicensed
14															
16 17															Inactive (Demo Mode) License File: C\WINDOWS\system32\config\systemprofile\AppData\Local\
19															ERROR: Loading license failed.
20 21 22															Reload License
23															
24 25															Online License Activation
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Figure 5: Excel interface after successful installation of the UnRısk Add-In, with the navigation pane displayed on the right side. If the side pane isn't open, click the Add-In icon in the toolbar to display it.

Troubleshooting (UnRisk Add-In not visible in Ribbon)

- Navigate to Home → Add-Ins → More Add-ins → Shared Folder
- Select the UnRisk Excel Add-In and press the "Add" button



Figure 6: In rare cases, the UnRisk Excel Add-In does not appear in the ribbon after installation. If this happens, it can be added manually via Home \rightarrow Add-Ins \rightarrow More Add-ins \rightarrow Shared Folder.

Browser Documentation

• You can also access the **documentation in your browser** anytime by visiting

https://localhost:5001/docs/welcome.html



Figure 4 Landing page of the **UnRisk Excel** Documentation

License Activation

If you already have an activated license, you can skip this section. To confirm activation, check the **License Information** tab in the UnRisk Excel side pane.

	UnRisk Excel Add-In
	Help License Info Tools
InRisk Excel Add-In	License
Help License Info Tools	License Information Licensed 🗃
License Information Unlicensed Inactive (Demo Mode) License File: CAWINDOWS/system32\config\systemprofile\AppData\Loca ERROR: Loading license failed. Reload License	Status: Active Type: TimeLimited Product: UnRisk Last license check: Owner: Stefan Kriechbaumer, Started: Valid unth: Activations: I of 1 Device Transfers: 0 of 5 Current Version: UnRisk Features: [UnRisk Excel Addin] License Policy Id: 0 License Policy Id: 0 License File: C\WINDOWS\system32\config\systemprofile\AppDat Reload License Deactivate

Figure 6: Left pane shows "Unlicensed" with an error; Right pane shows "Licensed" with activation details.

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UnRisk Excel offers two methods for license activation. Choose either online activation or offline activation.

- Online Activation (Standard) Requires an internet connection on your computer.
- Offline Activation For computers without internet access to the UnRisk License Service.

Option 1: Online License Activation

- Ensure your computer is connected to the internet.
- Enter the credentials provided by the UnRisk Support Team (e.g. Welcome email).
- Click "Activate Online." If successful, you can begin using UnRisk Excel.

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Option 2: Offline License Activation

For computers without internet access, follow these steps:

- Enter the email address you registered with (the address that received the "Welcome to UnRisk Excel" email).
- Click "Generate Activation Request."

UnRisk Excel Add-	n	\sim
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License		
License Inform	nation Unlicensed 🛦	•
Online License	Activation	•
Offline License	e Activation	
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1. Generate Of User Email:	ffline Activation File Enter your email	
 Generate Of User Email: Generate Activa 	ffline Activation File Enter your email tion Request	
 Generate Of User Email: Generate Activa Activate Lic 	ffline Activation File Enter your email tion Request ense By Offline Activation File	
1. Generate Of User Email: Generate Activa 2. Activate Lic License File (.lic):	ffline Activation File Enter your email tion Request ense By Offline Activation File Choose File No file chosen	
1. Generate Of User Email: Generate Activa 2. Activate Lic License File (Jic): Activate License	ffline Activation File Enter your email tion Request ense By Offline Activation File Choose File No file chosen File	

Figure 7: Step for generation of the activation file needed by the UnRisk Support to generate the License File

- Send the generated **OfflineActivationFile** to UnRisk support at <u>support@unrisk.com</u>.
- The support team will provide you with a License File.
- Select the provided file in the License File field and click "Activate License File."



Figure 8: Step for offline license activation, selecting the license file to activate the UnRısk Excel Add-In.

Upon successful activation, you can begin using UnRisk Excel.

First Steps with UnRisk Excel

For further guidance on using UnRisk Excel, please refer to the documentation. You can access it either:

- Within the Excel Add-In in the side pane, or
- Directly in your browser at: <u>https://localhost:5001/docs/welcome.html</u>

UnRisk Example Workbooks already prepared for productive use are installed along with the Add-In. You can find them at C:\Program Files\UnRisk\UnRisk Excel Addin\examples

Need Assistance?

For questions or issues, please contact our support:

- Email: <u>support@unrisk.com</u>
- Phone: +43 7262 52834

History

Version	Date	Author	Description
1.0	2024-11-02	Stefan Kriechbaumer	Initial version
1.1	2025-02-05	Stefan Kriechbaumer	Improvement of unclear wording
1.2	2025-04-01	Stefan Kriechbaumer	Added troubleshooting section