

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 **32-bit** 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 64-bit 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 64-bit MS Access (note this is different to a 64-bit Windows operating system).

How to install iSBEMie on your computer:

1. Click on the hyper-link to download and save the **iSBEMie_v5.5.h.exe** file temporarily onto your **Desktop**.
2. 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 your 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, provided their computers have 64-bit Windows operating systems (which is different to having a 64-bit of MS Access/Office), may choose to download the file **iSBEMie_v5.5.h_x64.exe**, which contains a 64-bit version of the calculation engine, instead of **iSBEMie_v5.5.h.exe**. Note that this 64-bit version will not 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**.

Installations instructions for Windows 7, 8, and 10 - Users with 64-bit MS Office

Please follow these instructions only 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.

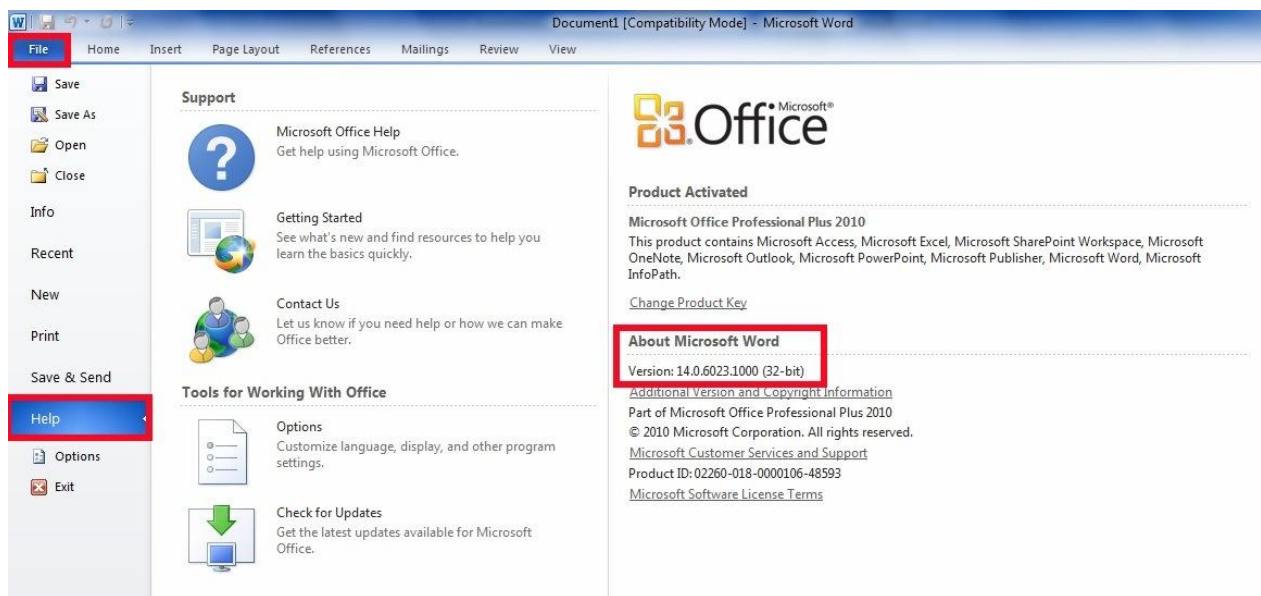


Image 1

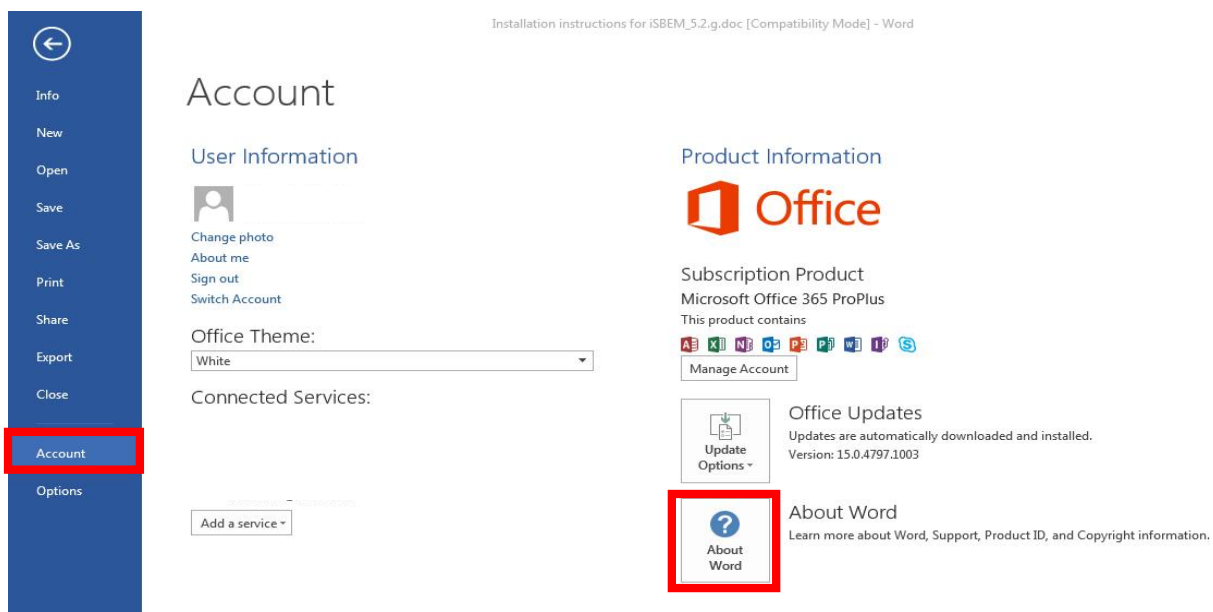


Image 2

For MS Office 2010 or MS Office 2013:

- 1) 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).
 - 2) Once you have disabled **MS Access**, you will need to download and install a “runtime” version of **MS Access 32-bit** from the Microsoft website. 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>.
 - 3) 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 1st page of this document.

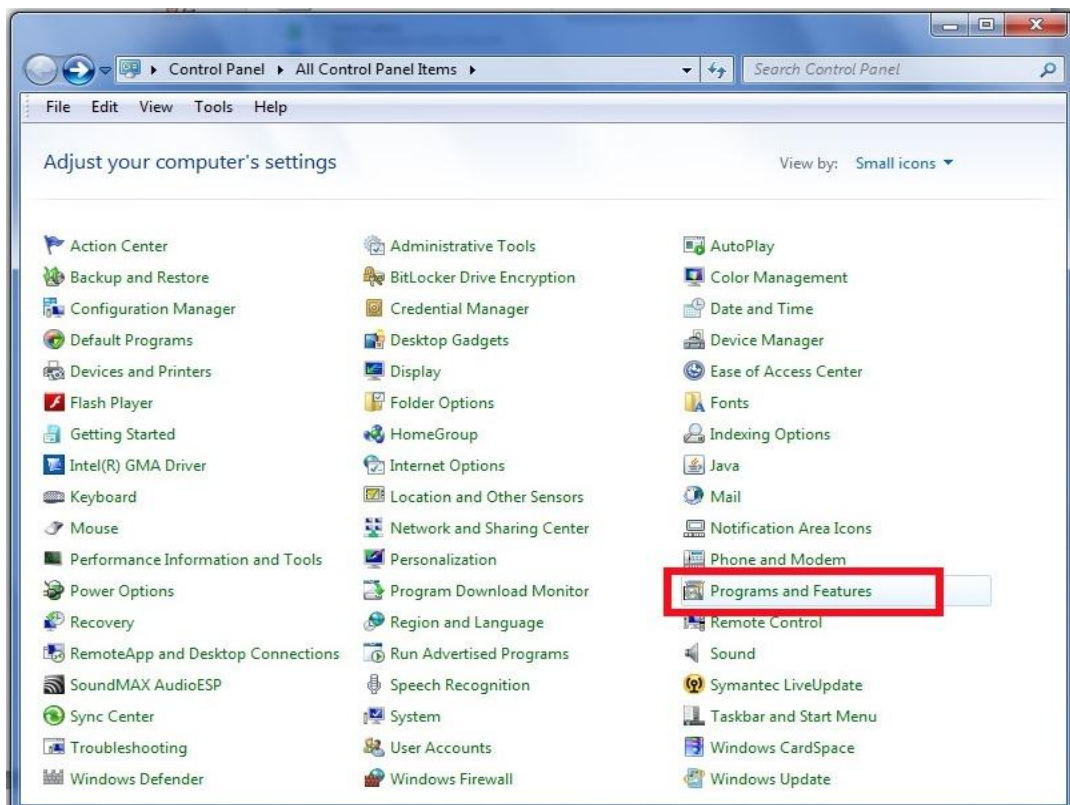


Image 3

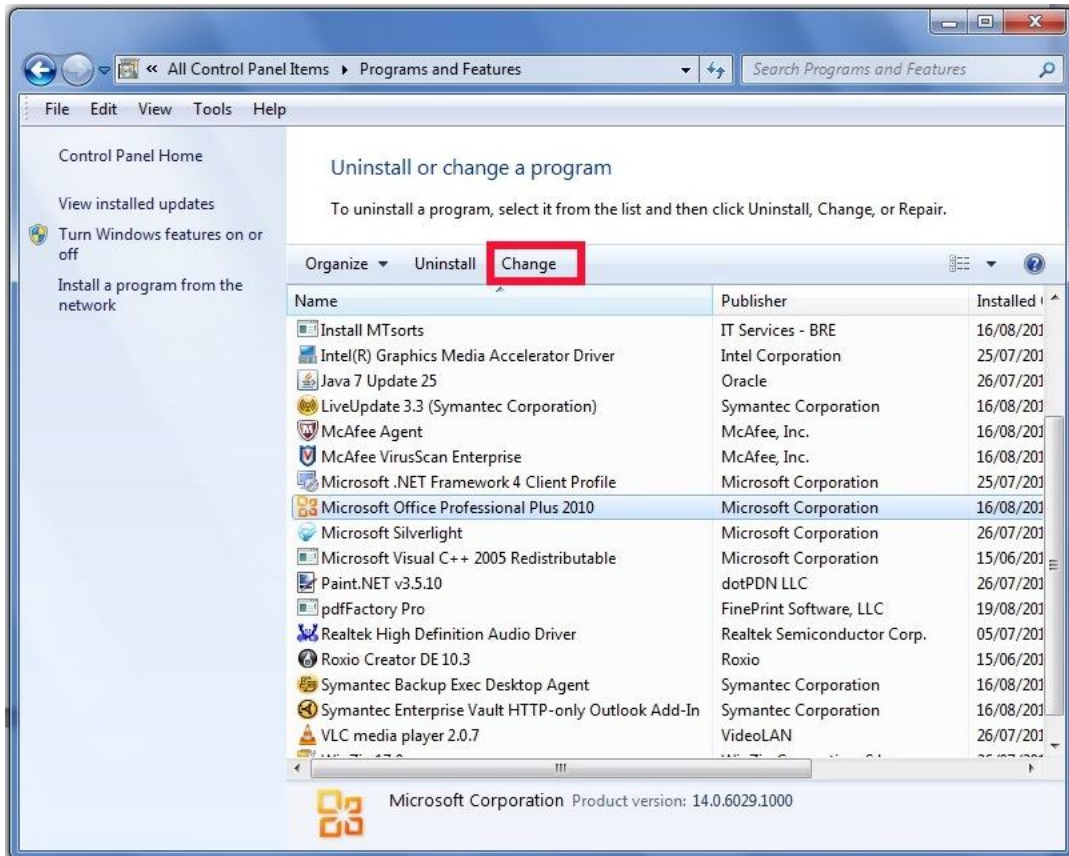


Image 4



Image 5

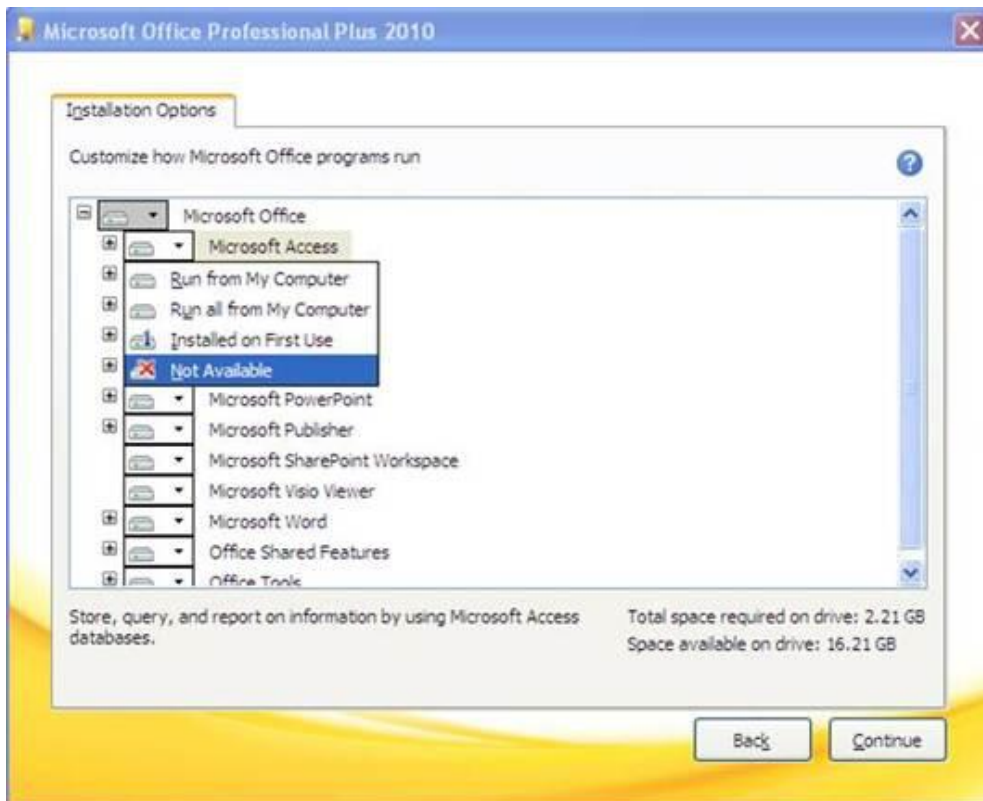


Image 6

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.

- 1) 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: <https://docs.microsoft.com/en-gb/deployoffice/overview-of-the-office-2016-deployment-tool>.
- 2) Download the ODT from: <https://www.microsoft.com/en-gb/download/details.aspx?id=49117>.
- 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 32-bit** from the Microsoft website. 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>.
- 8) Install **iSBEMie** as described on the 1st page of this document.

```
<!-- Office 365 client configuration file sample. To be used for Office 365 ProPlus 2016 apps,
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="O365ProPlusRetail">
      <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