


Load the Analysis ToolPak

The Analysis ToolPak is a Microsoft Office Excel add-in program that is available when you install Microsoft Office or Excel. To use it in Excel, however, you need to load it first.

1. Click the Microsoft Office Button , and then click Excel Options.
2. Click Add-Ins, and then in the Manage box, select Excel Add-ins.
3. Click Go.
4. In the Add-Ins available box, select the Analysis ToolPak check box, and then click OK.

Tip: If Analysis ToolPak is not listed in the Add-Ins available box, click Browse to locate it.

If you get prompted that the Analysis ToolPak is not currently installed on your computer, click Yes to install it.

5. After you load the Analysis ToolPak, the Data Analysis command is available in the Analysis group on the Data tab.

6.

NOTE: To include Visual Basic for Application (VBA) functions for the Analysis ToolPak, you load the Analysis ToolPak - VBA add-in the same way that you load the Analysis ToolPak. In the **Add-ins available** box, select the **Analysis ToolPak - VBA** check box, and then click **OK**.

SOURCE: Microsoft.com

Although Mac is currently only supported for use in the AIU Bachelor of Fine Arts Program, this information is provided to assist you in completing the course. Be advised that neither your instructor nor technical support representatives may be familiar with the Mac version of Microsoft Office.

MAC HELP: I can't find the Analysis ToolPak

Cause: Excel 2008 does not include the Analysis ToolPak.

Solution: Download StatPlus:mac LE for free from AnalystSoft, and then use StatPlus:mac LE with Excel 2008.

You can use StatPlus:mac LE to perform many of the functions that were previously available in the Analysis ToolPak, such as regressions, histograms, analysis of variance (ANOVA), and t-tests.

1. Visit the [AnalystSoft Web site](http://AnalystSoft.com), and then follow the instructions on the download page.
2. After you have downloaded and installed StatPlus:mac LE, open the workbook that contains the data that you want to analyze.
3. Open StatPlus:mac LE.
4. From the StatPlus:mac LE menu, select the function that you want.
5. In StatPlus:mac LE, select the workbook data you want to work with, set your parameters and any options that you want, and then click **OK**.

Note Excel 2008 does not include Help for StatPlus:mac LE. Help for StatPlus:mac LE is provided by AnalystSoft.

SOURCE: Microsoft.com