

ADF Desktop Integration Installer

If you will be uploading spreadsheets to the UWinsite Finance system, you will need the ADF Desktop Integration Add-in.

These instructions are for Windows PC users, and Mac users who operate Windows in parallel on their Macs. Instructions for Mac users will be available soon.

To locate and download the Installer:

1. Log into UWinsite Finance at uwindsor.ca/uwinsitefinance using your UWin ID and Password.
2. In the Navigator, click **Download Desktop Integration Installer**.
3. In the pop-up window, click the **Run** button.
4. In the ADF Desktop Integration Installer window, click the **Install** button.
5. When installation is complete, click the **Close** button.
6. Open Excel. In the pop-up window, click the **Install** button.
7. Restart your computer for the changes to take effect.
8. Open Excel. In the File menu, select **Options**.
9. In the Excel Options window, select **Add-ins**.
10. In the Manage field, select **COM Add-ins**. Click the **Go** button.
11. In the pop-up window, check the box to the left of Oracle ADF 11g Desktop Integration Add-in for Excel. Click the **OK** button.

Note: If you do not have administrator privileges, you may need to contact I.T. Services for support. Log a support ticket at uwindsor.ca/help or call 519-253-3000 ext. 4440.

