

# SplashBI - Splash plugin installation for Excel (version 5.4)

## How to install the Splash XL/GL plug-in for Excel

*It is advisable to confirm which version of Excel you have before beginning the installation steps. To find which version of Excel is present, navigate to **File -> Account -> About Excel***

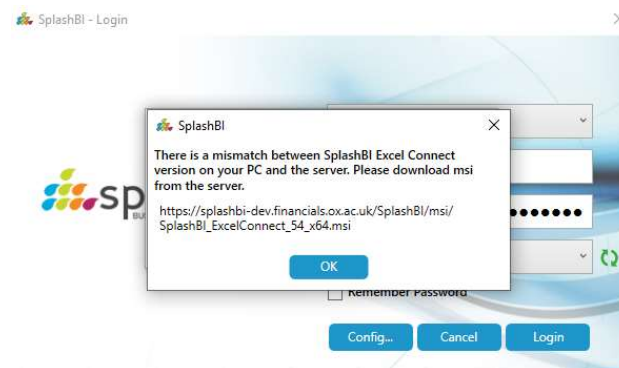


**CONNECT users will require 64-bit following the update to Office 2019 on 23rd January 2023.**

***There is no need to uninstall a previous version of the plugin as this installation will overwrite the existing files, however it will preserve your instance information.***

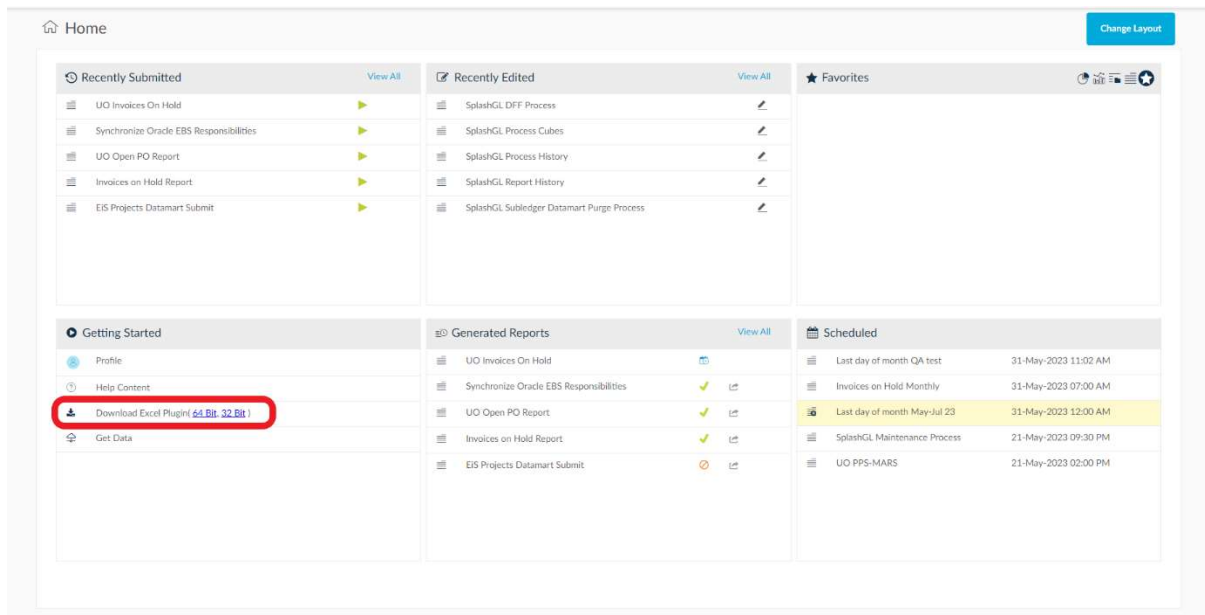
**Before installing the SplashBI plugin, ensure that Excel is closed and not running on your device.**

*Logging into Splash where a mismatch between server and plugin version is present will result in the following error message:*

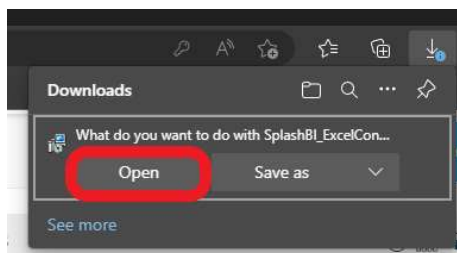


1. Log into SplashBI. Under [Getting Started](#) is the option to [Download Excel Plugin](#).

Choose the correct version for your Excel as per the prerequisite step and commence the download.

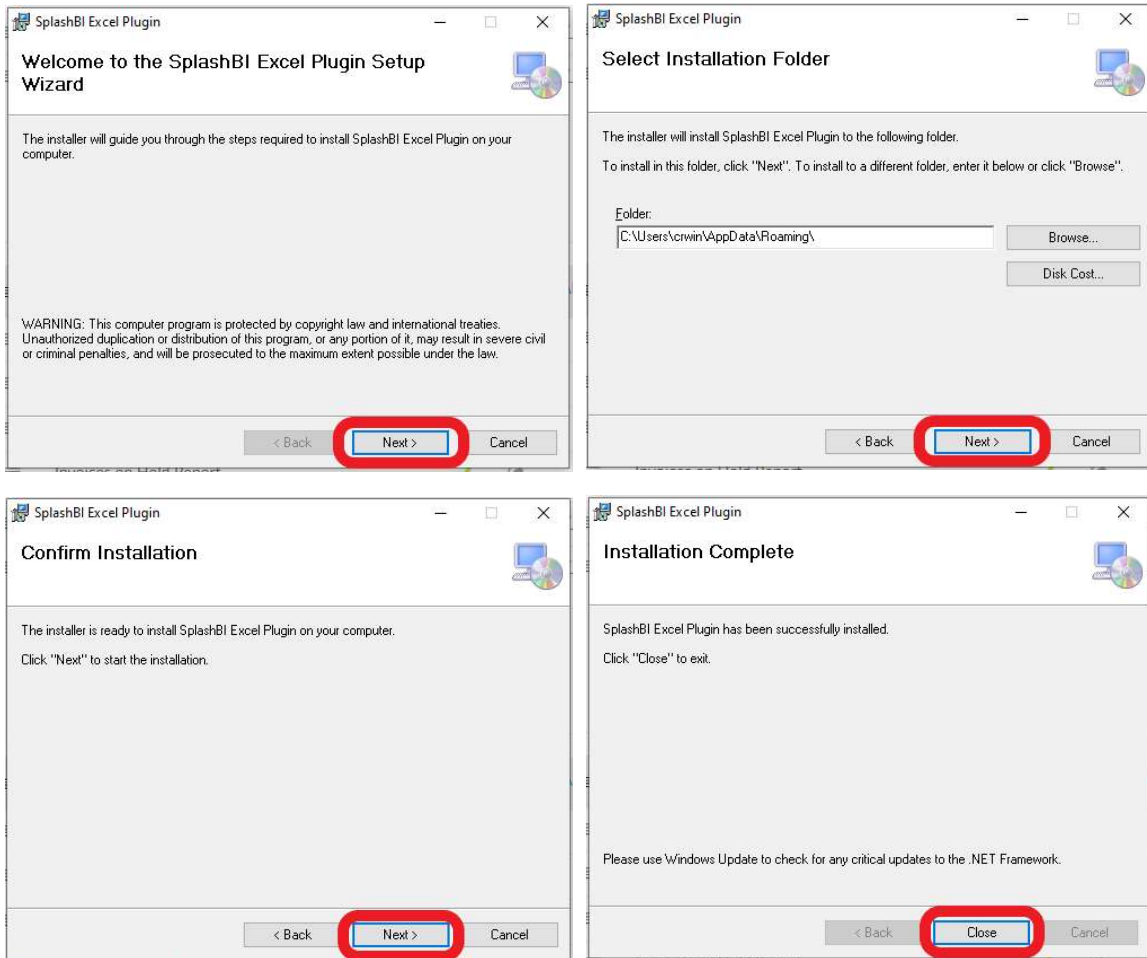


2. Click [Open](#) to begin the installation process.



3. Navigate through the steps by clicking **Next** also ensuring that the installation folder is kept as default.

Click **Close** to complete the setup.



4. Run Excel and locate the SplashBI ribbon. Select **Login** and choose the LIVE instance.

The version should display as **Version 5.4** if successfully installed.

