

DATA DIRECT 5.0 INSTALL GUIDE

August 30, 2019

Northern Trust has implemented security enhancements and is rolling out a new version of Data Direct to be compatible with these enhancements. This means that All Data Direct users will be required to upgrade from their current version of Data Direct to Data Direct 5.0.

PRE-CHECK

The following steps need to be completed before installing Data Direct 5.0

1. Minimum system requirements for Data Direct 5.0:

- Microsoft® Windows® 7 and above.
- Microsoft Office Excel 2010, Excel 2013, Excel 2016 or Office 365.
- Net Framework 3.5 SP1, Preferably .Net Framework 4.5 or higher (with Excel 2013 or Excel 2016).
- MS Visual Studio 2010 Tools for Office Runtime 4.0 (included along with the package).
- 4 GB Ram

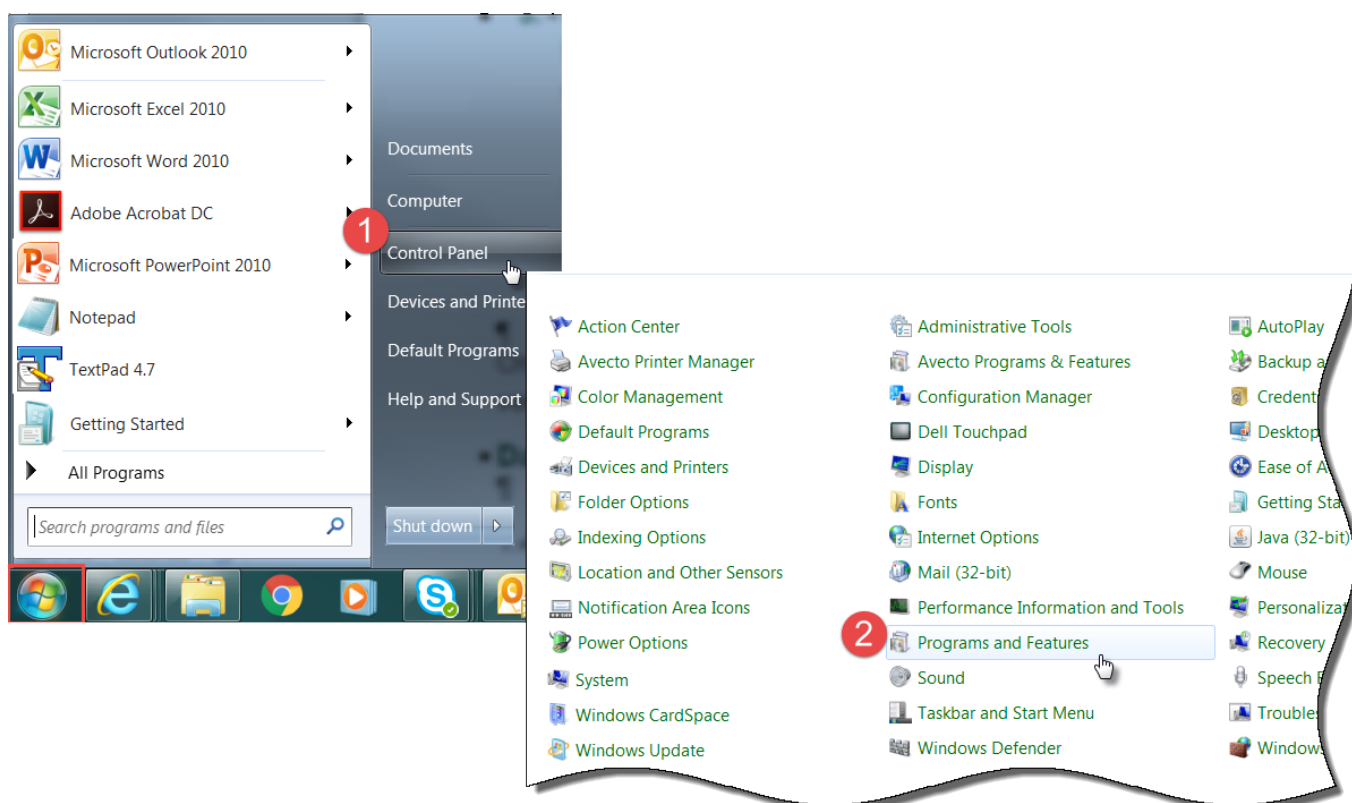
2. Local administrative rights

You will need to have local administrative rights to uninstall your current version of Data Direct and install Data Direct version 5.0. If you do not currently have admin rights please work with your IT team to either provide you with temporary rights or to perform the install for you.

3. Uninstall current version

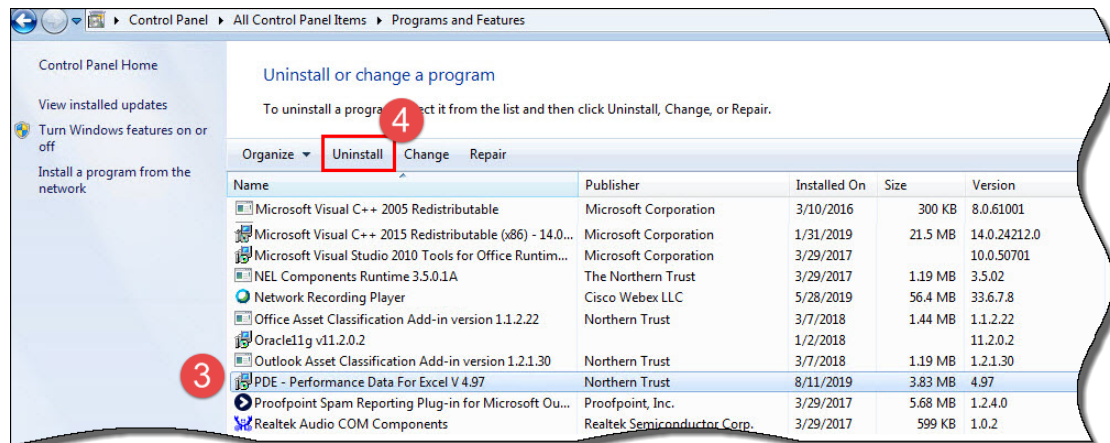
Before installing this new version of Data Direct you will need to uninstall your current version. To do this:

1. From your Start Button select **Control Panel**.
2. Select **Programs and Features**



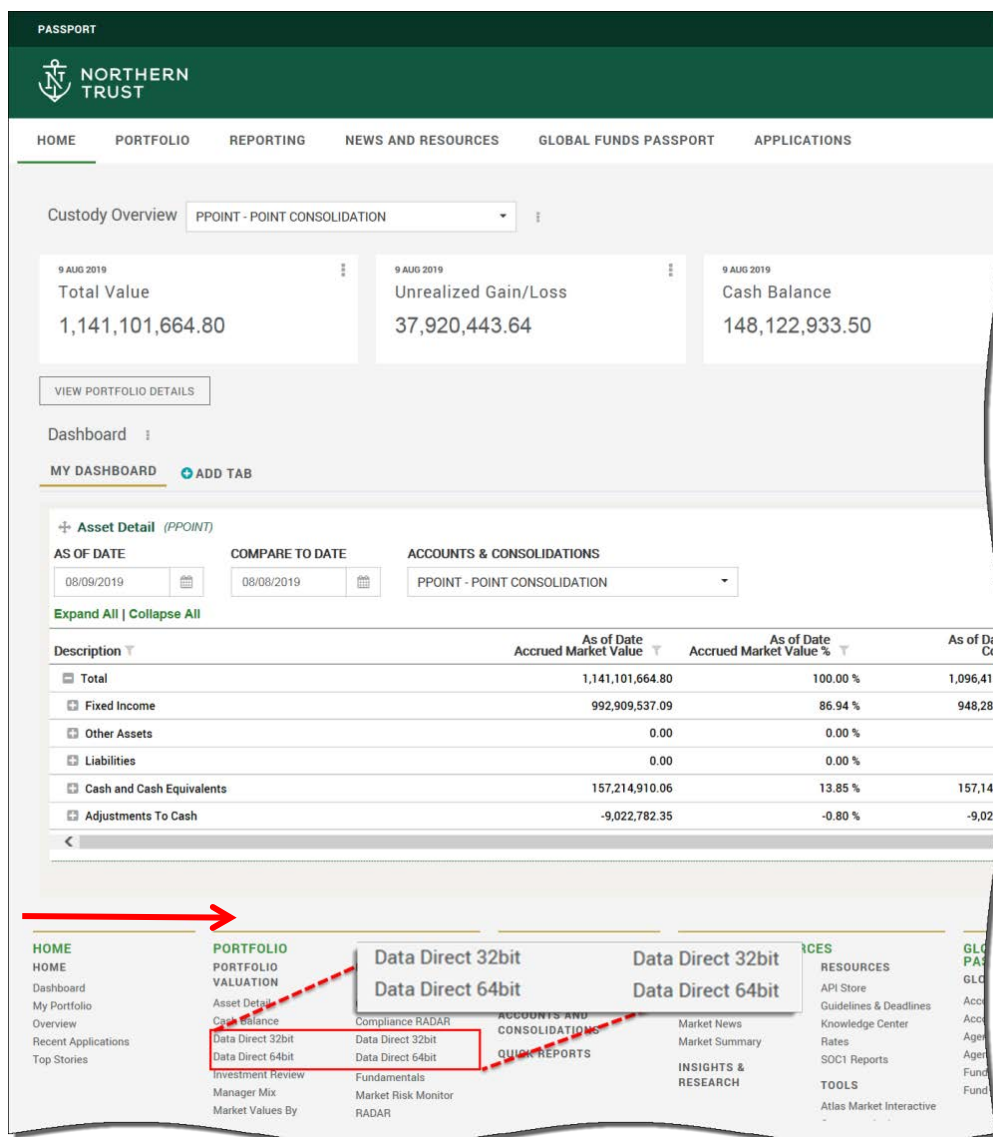
3. Select **PDE – Performance Data for Excel**.
4. Click on **Uninstall**.

Once the uninstall is complete you are ready to install Data Direct 5.0.



Data Direct Installation Instructions

1. At the bottom of the Passport page, select the Data Direct install link appropriate for your Operating System version (32 or 64bit).



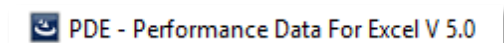
2. You will be asked to accept the Data Direct Software License and Support Agreement.
Click **Accept**.



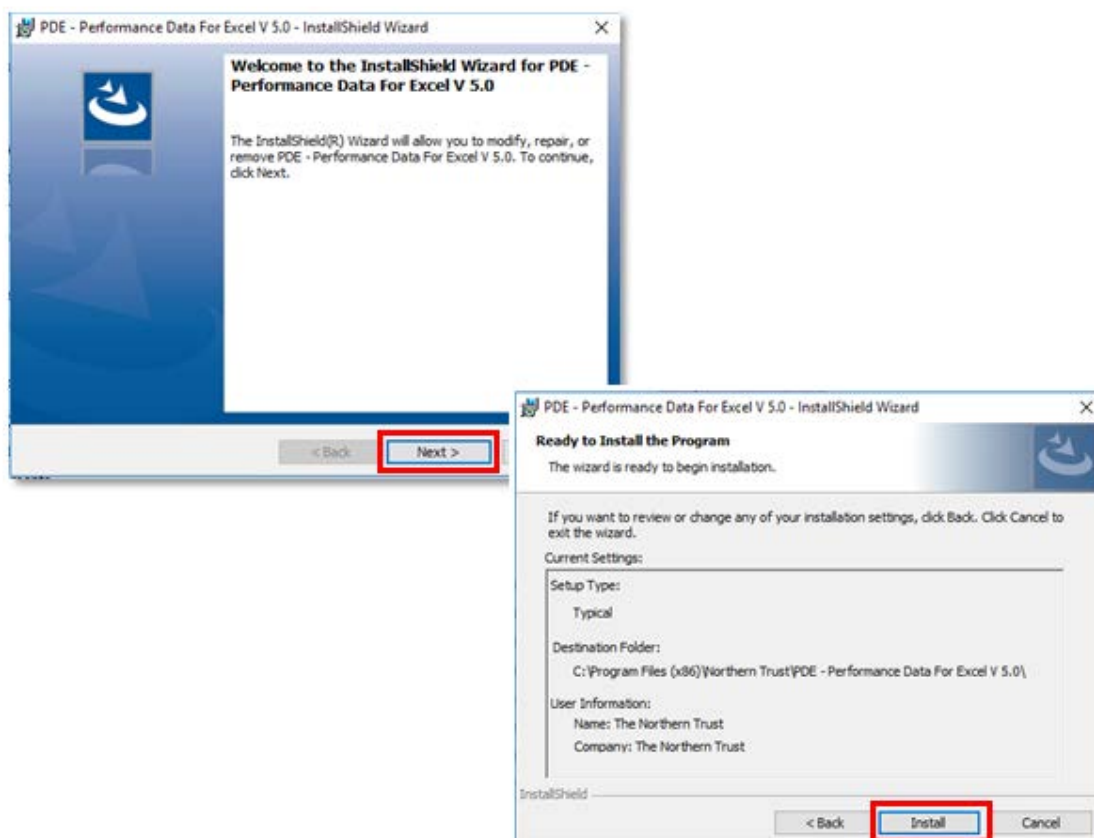
3. On the File download popup, click **Save** and browse to the folder where you want to save the zip file.



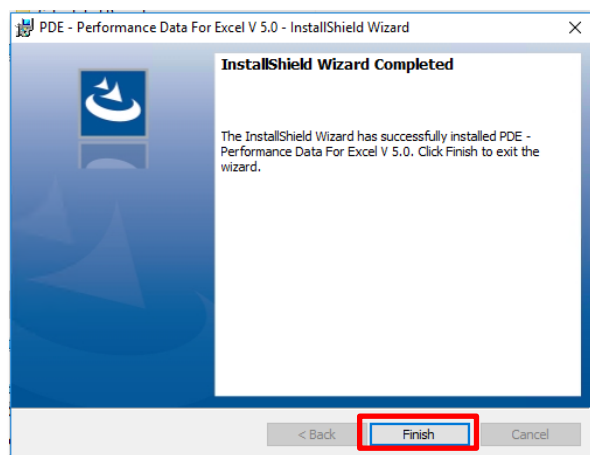
4. Once the zip file containing the new install has been downloaded, navigate to the file and double-click on the application file to begin the install.



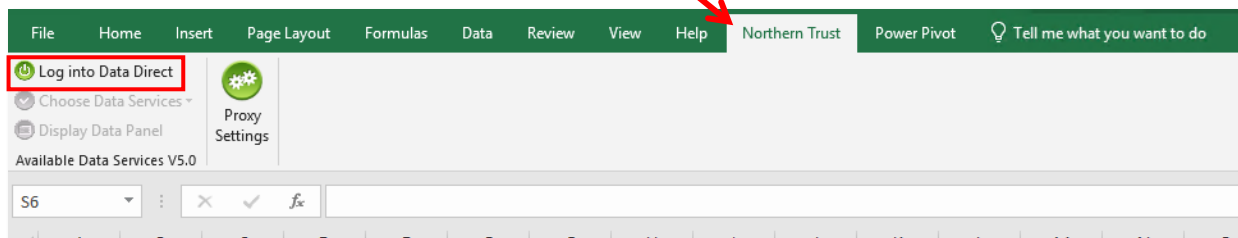
5. On the Install Wizard window click **Next**, then click **Install**.



6. Once the install is complete, click **Finish**.



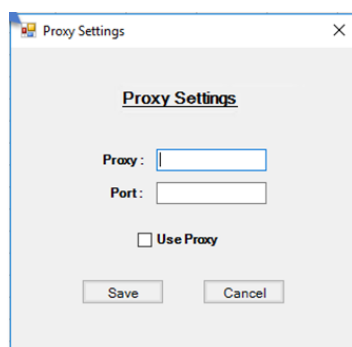
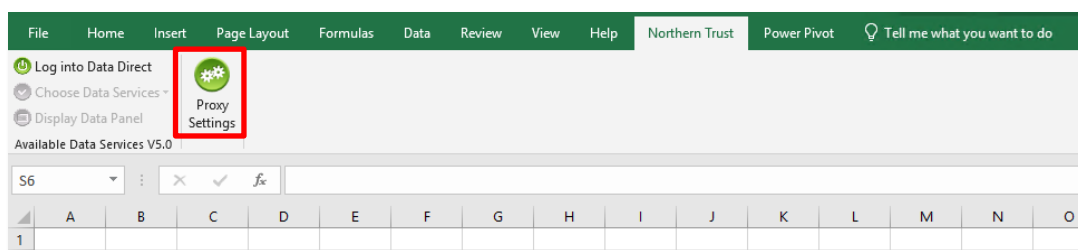
5. Confirm the install was successful by launching Excel and checking for the Northern Trust add-in at the top ribbon of your worksheet.



Proxy Settings

Please Note: If your organization uses a proxy to access the internet, please follow the steps below to enter the Proxy/Port information provided by organization's IT department.

1. At the top of your page, click on **Proxy Settings**.
2. In the pop-up enter the proxy and the port information and select the "Use Proxy" option then click **Save**.



For questions or issues please contact your Northern Trust Representative.

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