

## HEFR Installation

HEFR is an add-in for Excel. Please follow these instructions.

1. Copy the HEFR xla tool to a convenient location on your computer
2. Installation:
  - Excel2003
    - (1) Open Excel
    - (2) Select “Tools,” “Add-ins,” click on “Browse” and navigate to the HEFR file.
    - (3) Click OK. You should now have a HEFR menu.
  - Excel2007
    - (1) Open Excel
    - (2) Click on the office button (top left corner), “Excel Options,” “Add-ins,” in the “manage” drop-down box select “Excel Add-ins” and click “go,” “Browse” and navigate to the HEFR file.
    - (3) Click OK. You should now have a HEFR menu in the “Add-ins” ribbon.
2. Click “HEFR,” “Instructions” and read the instructions.