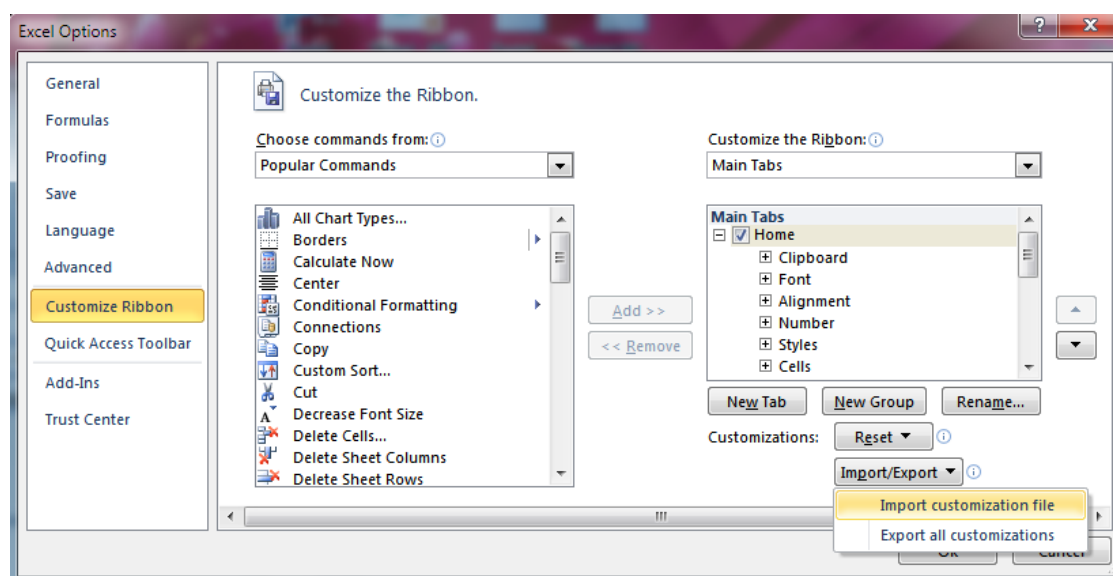


How import the Alchemex BI Ribbon in Excel 2010

1. Save the download to a preferred location or to the desktop
2. Open Excel 2010
3. Click the File Ribbon
4. Select Options, Customize Ribbon
5. Select the Import/Export button, select Import customization file.



6. Open the attachment that was saved to the desktop or your preferred location. Click Open. The new Alchemex (custom) Ribbon will appear in the Main Tabs list
7. Click OK.
8. The new Alchemex Ribbon will be inserted at the end of the menu bar.
9. Ready to use.