



Index

1 Introduction.....	3
2 Compatibility and prerequisites	4
3 Installation.....	4
3.1 Updates.....	6
4 Workflow	7
4.1 Login to Dapresy Pro.....	7
4.2 Select project.....	8
4.3 Connect a table to a chart	9
4.3.1 Edit a connection	9



1 INTRODUCTION

This document describes the new Dapresy Pro Dynamic PowerPoint Add-In. The purpose of the Add-In is to create native Power Point charts in PowerPoint and then seamlessly populate them with data from Dapresy Pro.

This means that when Online reporting is not a need you can use the full flexibility in PowerPoint to make reports without having to process all the data and calculations manually as that is done within Dapresy Pro. The results in the PowerPoint report can be updated with a single click as soon as new data has been loaded in to Dapresy Pro so it is suitable to use for both ad-hoc as well as tracking studies.

The Power Point Add-In is a desktop application and it is licensed separately, it is not included in the Dapresy Pro license. The application can be used by Report Users, Report Creators and Project Administrators.

If you'd like to learn more about the Dynamic PowerPoint Add-In and related features please contact Dapresy Global Support at: support@dapresy.com and they will be able to assist you.

Best Regards,

Dapresy Team 2012

Email: support@dapresy.com

Telephone: + 46 (0)76 019 89 42

2 COMPATIBILITY AND PREREQUISITES

The Dynamic PowerPoint Add-In is a desktop application that needs to be installed on the local computer. It is compatible with Microsoft Office 2007 SP2 and later versions of Office suite.

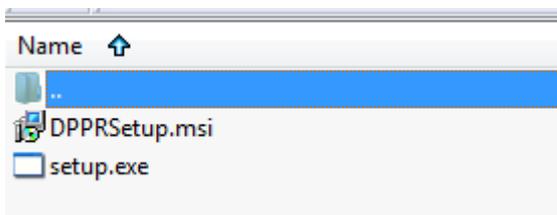
The following prerequisites are needed for the Add-In to work properly and, if not already present on the system, they will be downloaded and installed automatically during the setup:

- .NET Framework 4 Client Profile
- Microsoft Visual Studio Tools for Office
- Hotfix for Microsoft Office 2007 SP2

3 INSTALLATION

To install the application follow the steps below;

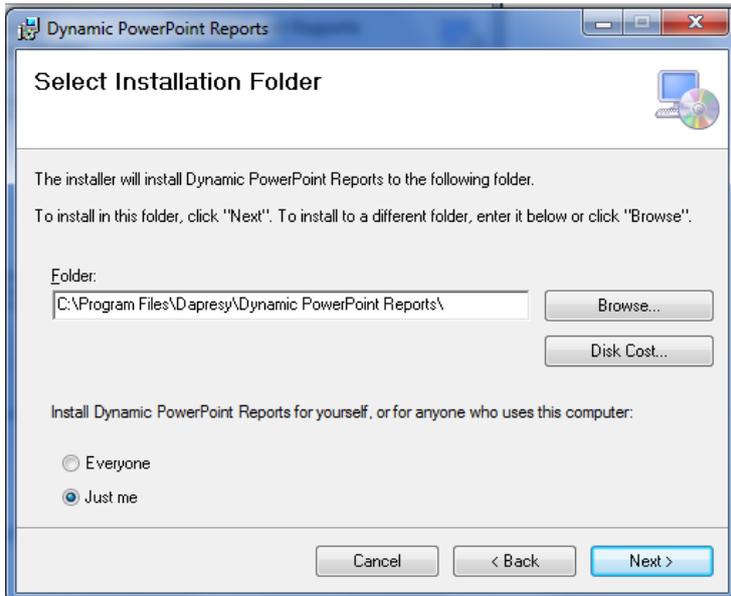
- 1) Run the “setup.exe” file in the downloaded setup package.



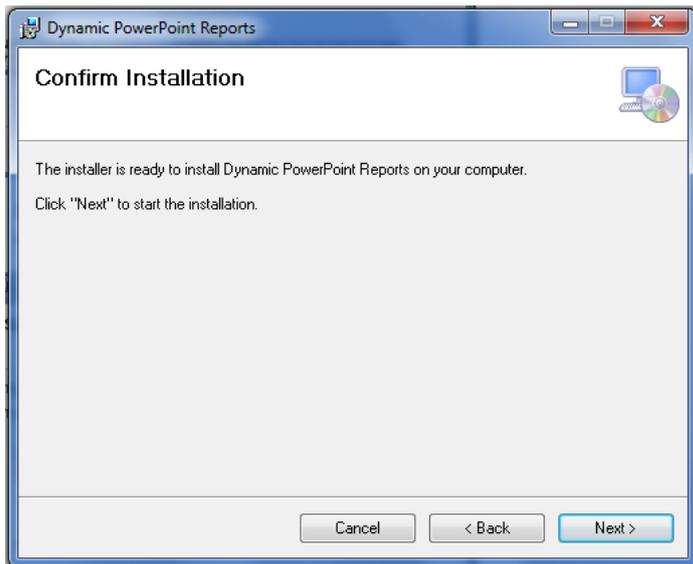
- 2) Click “Next” in the dialogue window to start the setup



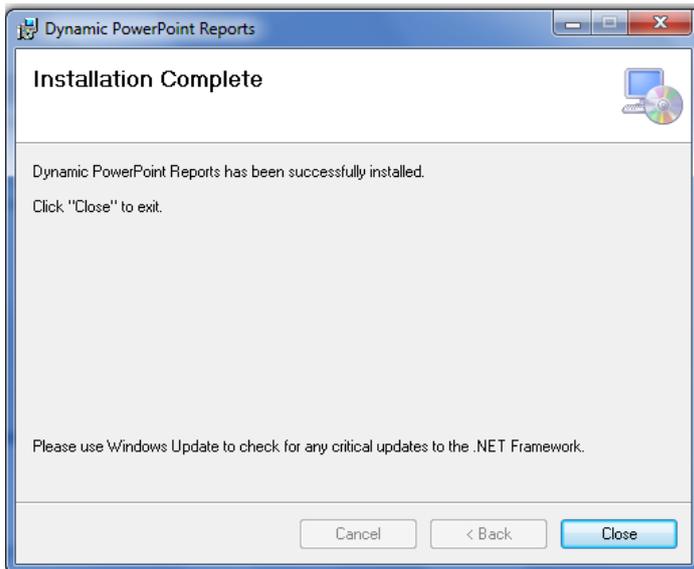
- 3) Define in which folder to install the application, the default folder is C:\Program Files\Dapresy\Dynamic PowerPoint Reports\



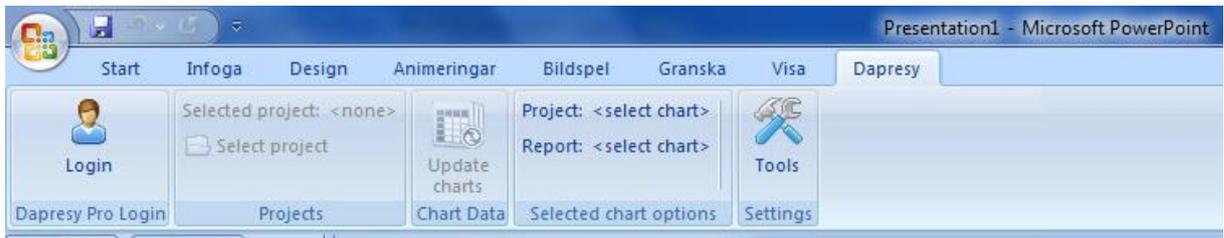
- 4) Confirm the installation



5) When the installation is completed the confirmation window is shown.



To validate the installation open up PowerPoint and make sure that there is a new tab named “Dapresy”, as shown in the image below.



3.1 UPDATES

Add-In will automatically check for available updates every time you log in to Dapresy Pro. If new updates are available you will be presented with the option to install or ignore them. You can also manually check for new updates at any time by clicking the “Check for updates” button located in the “Updates” box.



4 WORKFLOW

When the Dynamic PowerPoint Add-In has been installed charts created in a PowerPoint reports can be connected to a Favorite Table (My Table Report) created in the Cross Table Tool in Dapresy Pro. The workflow below briefly explains the process; each step is then explained in detail further down this document.

- 1) Create a project in Dapresy Pro and add a Cross Table Tool
- 2) Create a table in the Cross Table Tool and save it as Favorite (My Table Report)
- 3) Create a PowerPoint document
- 4) Create a chart in the PowerPoint document
- 5) In Power Point;
 - a. login to Dapresy Pro (use same user account as used for saving the cross tables Favorite)
 - b. Select project where the Favorite table is present
 - c. Select Favorite table to connect to the chart
- 6) Repeat steps 2 and 4 and 5 (b, c) for each table you want to connect to the Power Point chart.
- 7) If new Data is loaded into Dapresy Pro all charts can be updated by clicking the “Update charts” button.

Note 1: One Favorite table can be connected to several charts.

Note 2: Data (Cross tables) can be picked from several projects and used in the same Power Point report.

4.1 LOGIN TO DAPRESY PRO

To login to Dapresy Pro click Login in the top left corner (image 1). When clicking login a pop-up window appears where username and password should be entered (image 2). If the login was successful the username is shown in the top left corner (see image 3).

Image 1

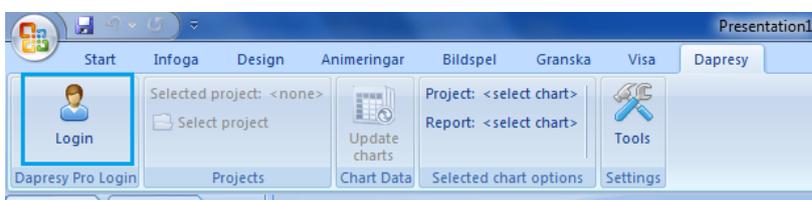


Image 2

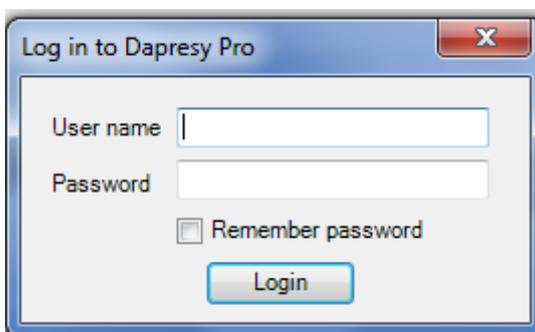
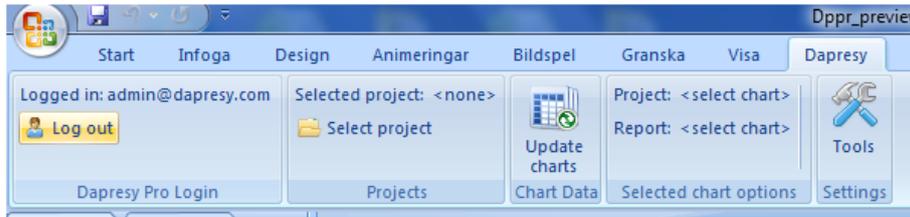


Image 3



4.2 SELECT PROJECT

Select a project in Dapresy Pro by clicking “Select project” (image 1), in the pop-up window. All projects the logged in user has access rights to are shown (image 2). Select a project by selecting it and click “Select project”. The name of the selected project is shown in the top ribbon as shown in image 3 below.

Image 1

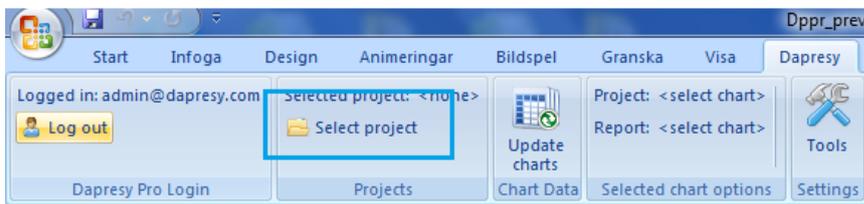


Image 2

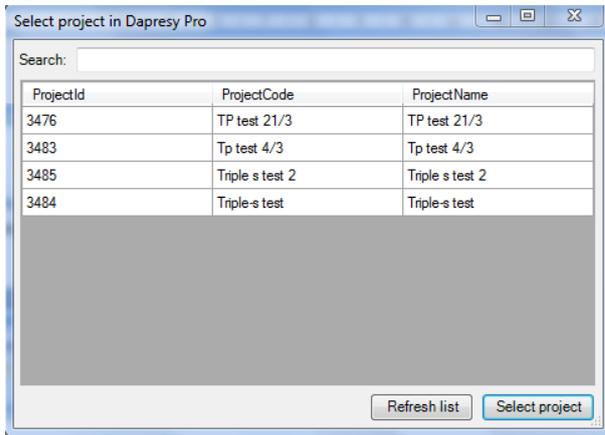
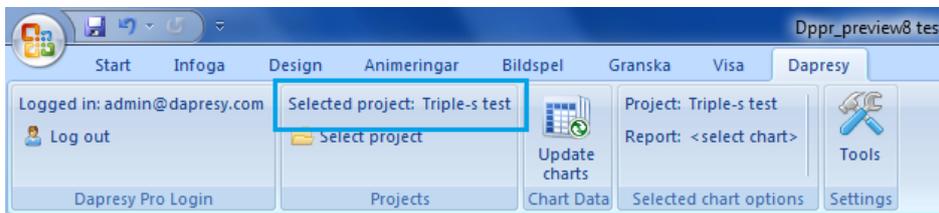


Image 3



4.3 CONNECT A TABLE TO A CHART

To connect a chart to a table select the chart and click “Connect chart to table report” (image 1). In the pop-up window all saved Favorite tables (My Table Reports) in the present project are listed, select the table to connect the chart to (image 2) and click “Select Report”.

Image 1

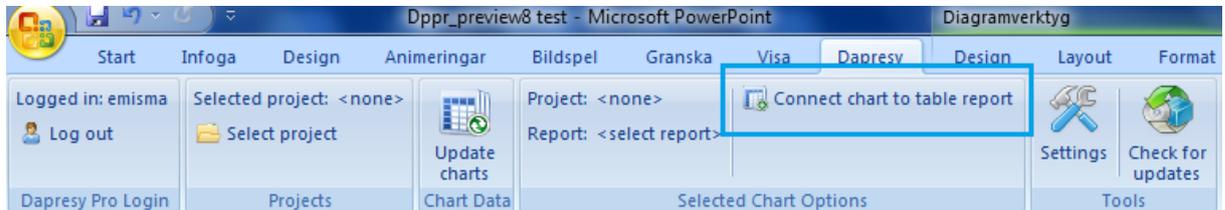
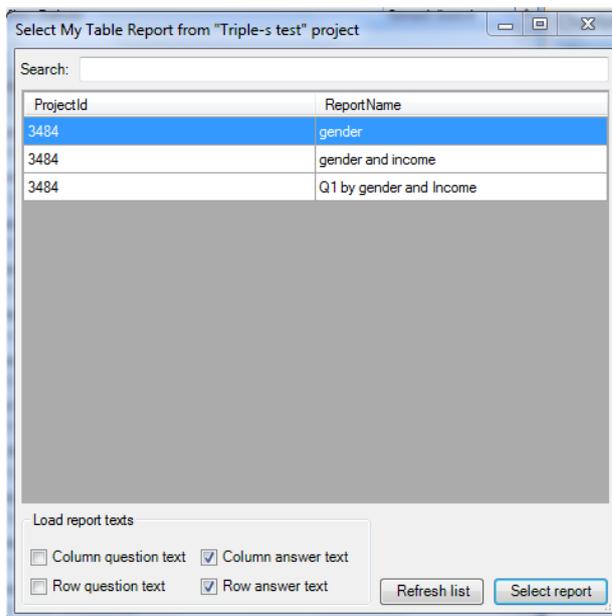


Image 2



When connecting a table to a chart it is possible to exclude Question and Answer texts to make it possible to make text adjustments in the PowerPoint report which not are being overwritten when updating the charts with new data from Dapresy Pro. These settings are located in the bottom of the “connect” window as shown in the image above.

4.3.1 EDIT A CONNECTION

Chart connections can be updated at any time. To update a connection just click “Edit connection”, make the necessary changes in pop-up window and click “Select Report” button.

