

Smart FIR Support Memo

Topic

Enabling and Disabling Smart View

Response

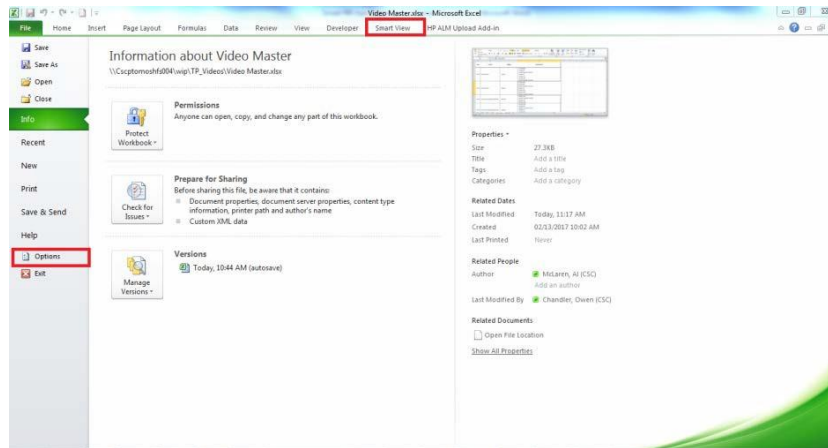
If the Smart View tab is not visible, it is likely due to the add-in being disabled.



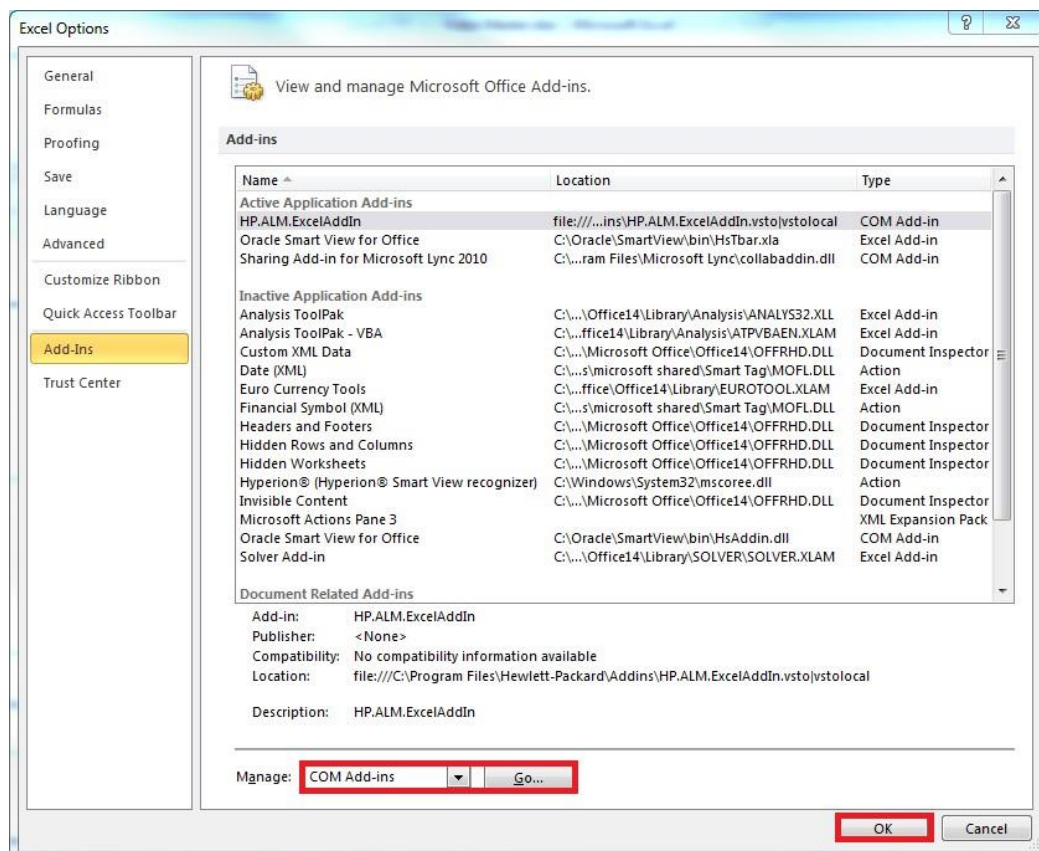
For Further information please contact FIR.MAH@Ontario.ca

Enabling Smart View

To Enable the Smart View Add-in **Select --> File --> Options**

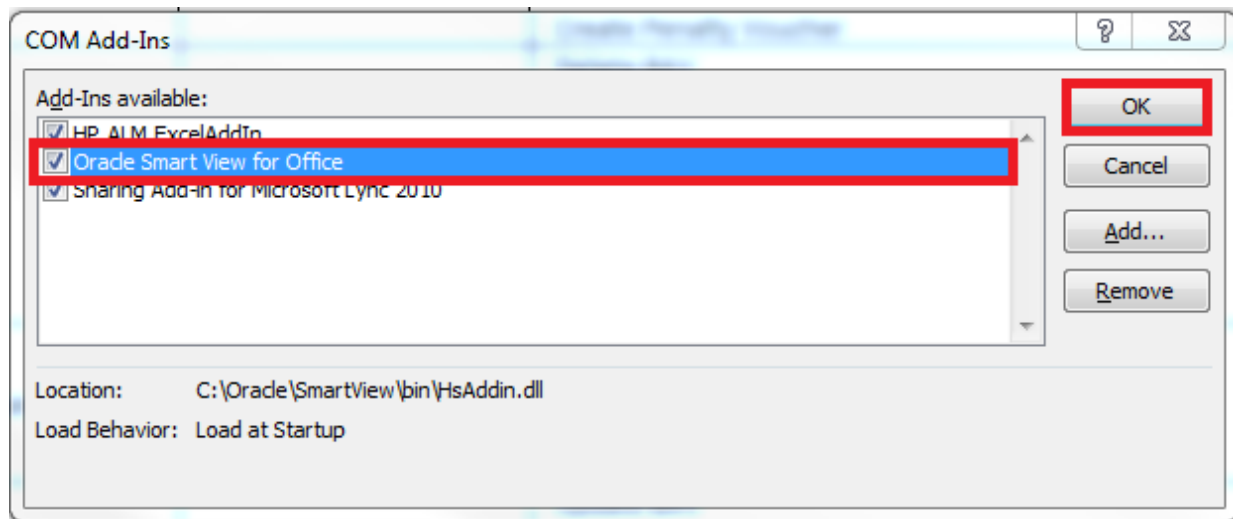


Select **Add-ins** → **Manage: COM Add-ins** (from Dropdown menu) and click **GO**, then **OK**.



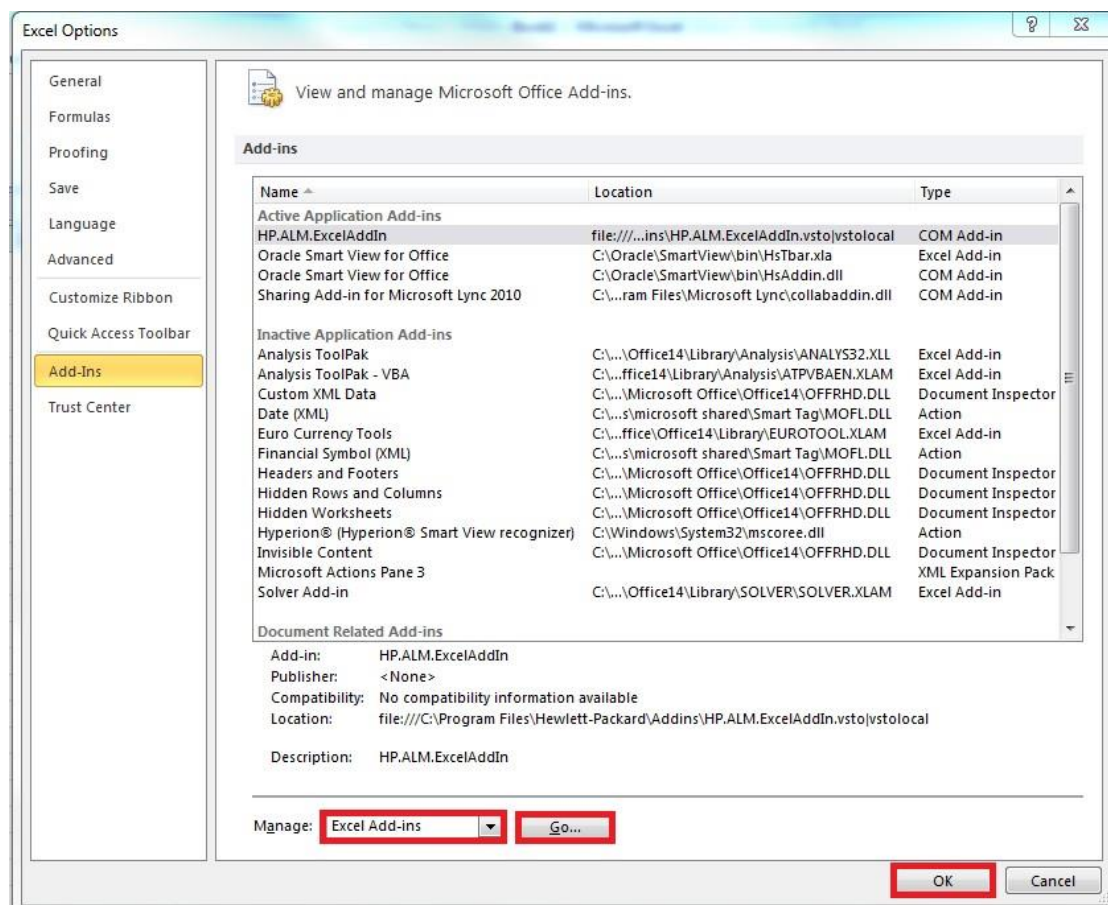
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Check the **Oracle Smart View for Office** box and select --> **OK**



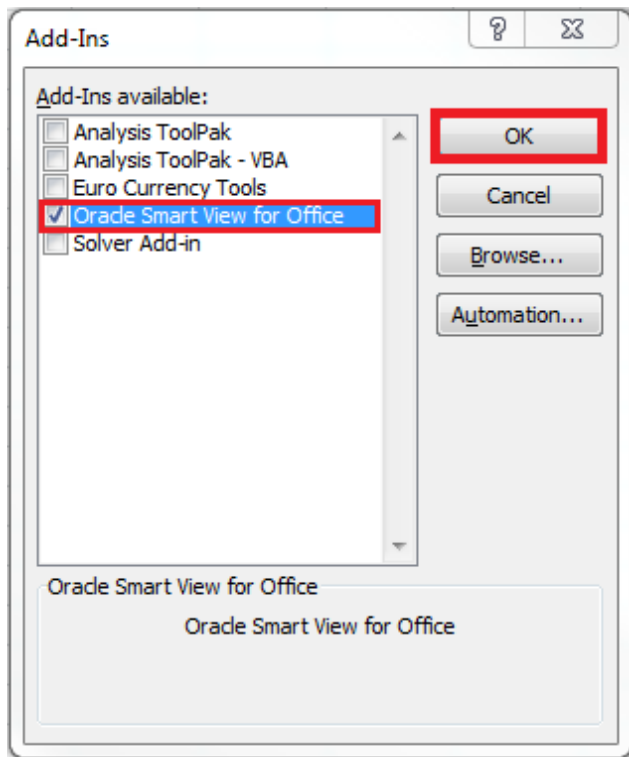
After clicking **OK** you will be returned to the previous page.

Select **Add-ins** → **Manage: Excel Add-ins** (from Dropdown menu) and click **GO**, then **OK**.

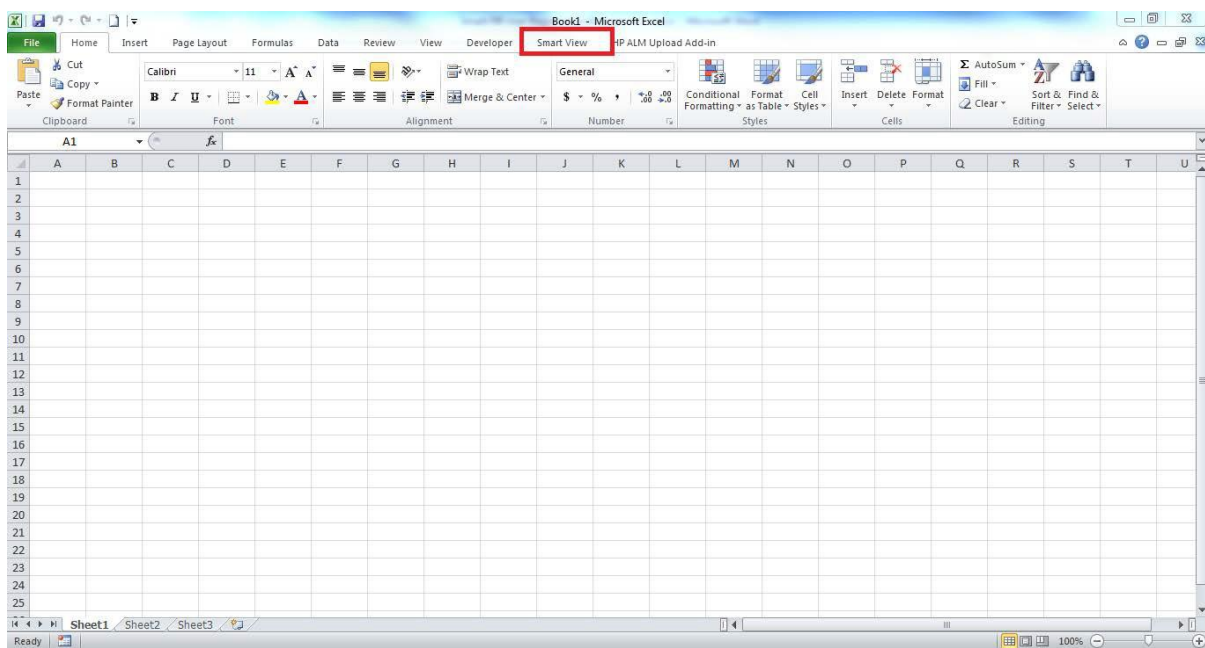


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Check the **Oracle Smart View for Office** box and select --> **OK**



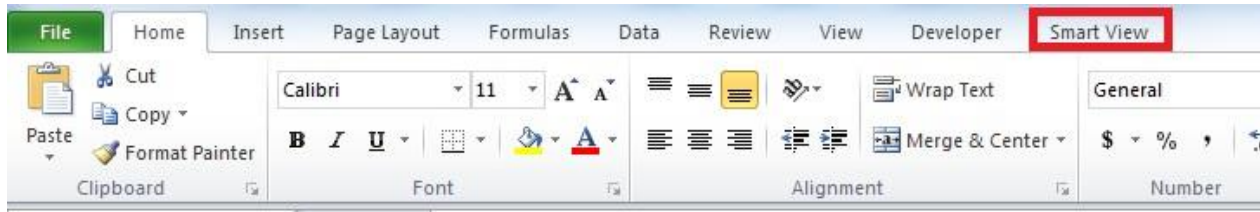
Restart Excel and the Smart View menu item will return indicating the **Smart View Add-in** is enabled.



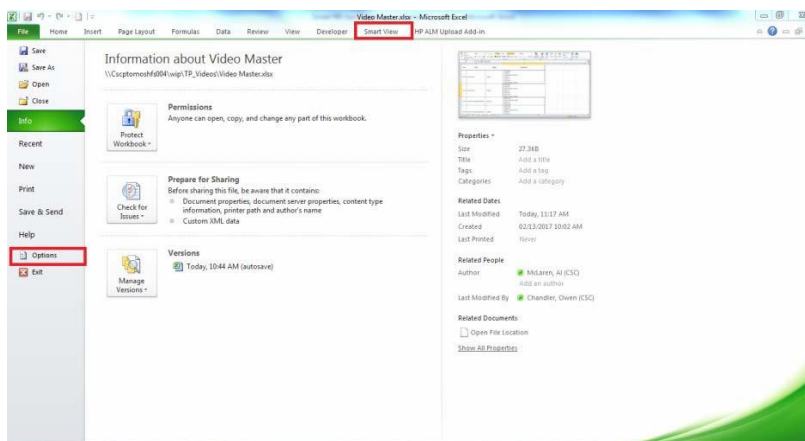
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Disabling Smart View

If Smart View is enabled it will appear as follows:

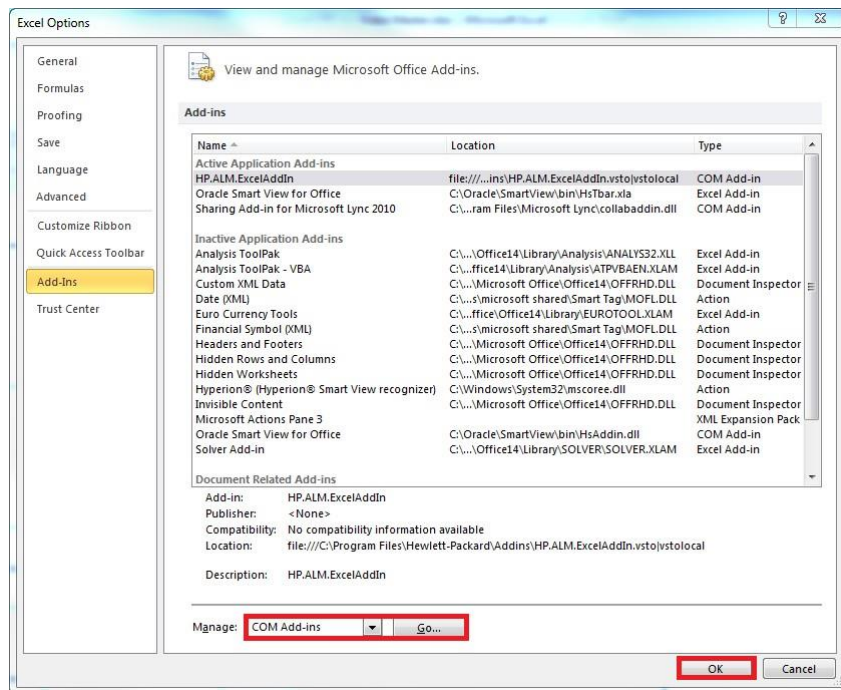


To disable the Smart View Add-in **Select --> File --> Options**

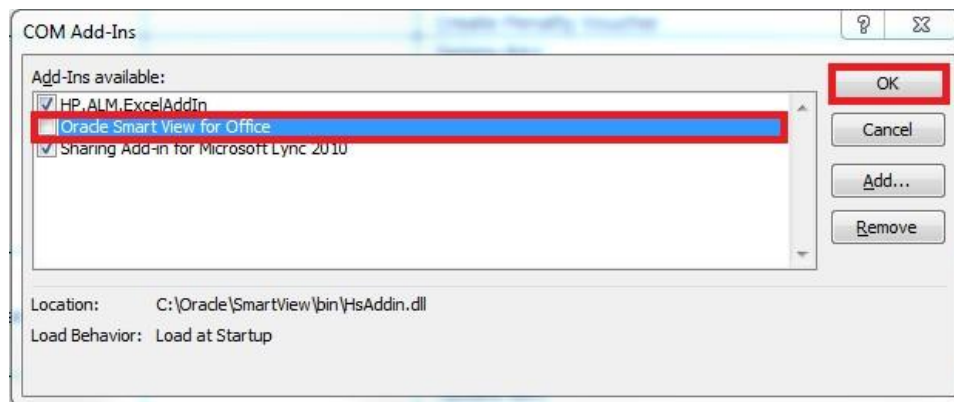


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Select **Add-ins → Manage: COM Add-ins** (from Dropdown menu) and click **GO**, then **OK**.



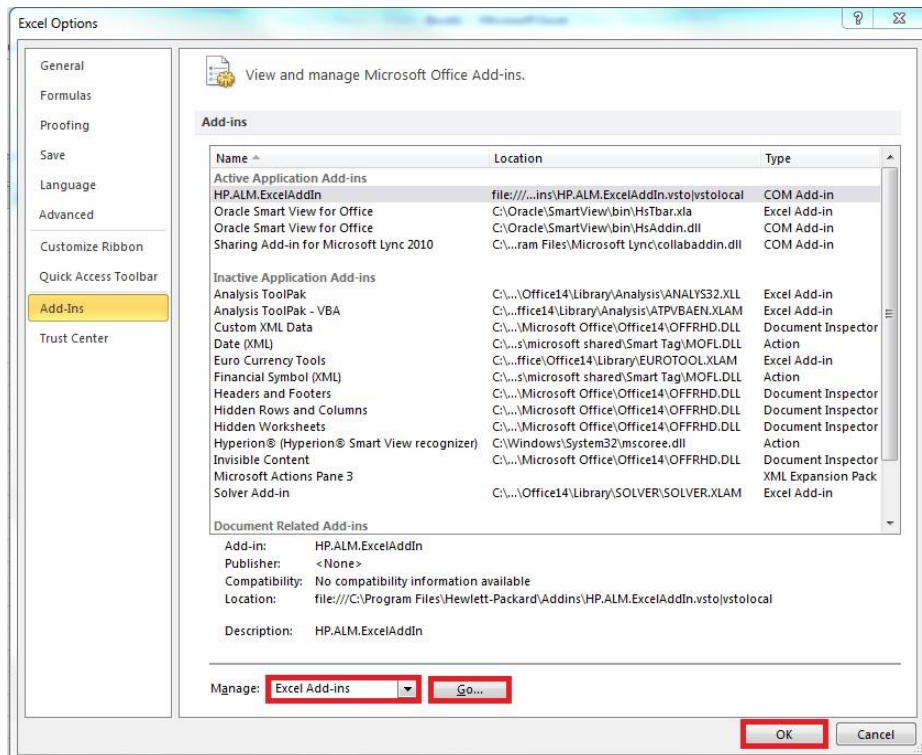
Un-Check the **Oracle Smart View for Office** box and select --> **OK**



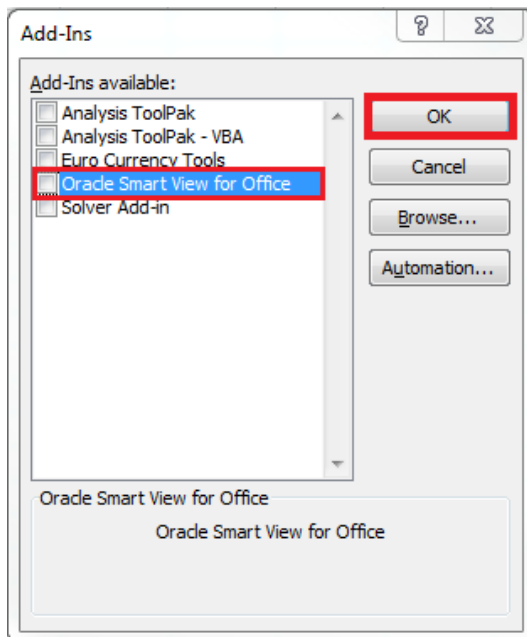
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After clicking **OK** you will be returned to the previous page.

Select **Add-ins → Manage: Excel Add-ins** (from Dropdown menu) and click **GO**, then **OK**.

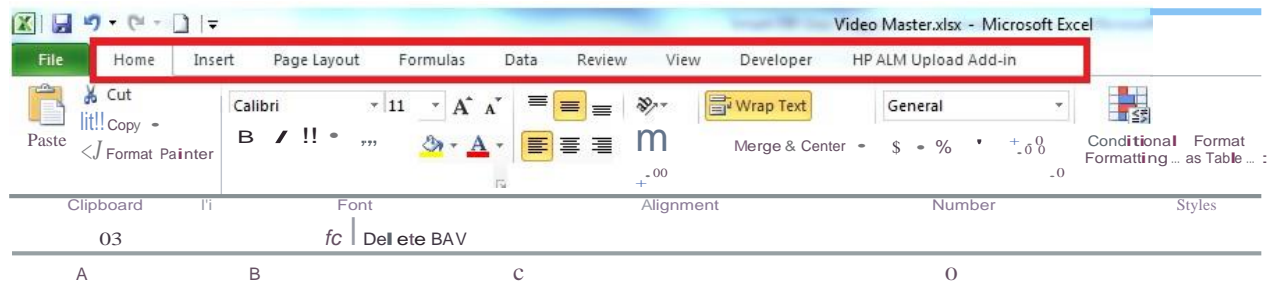


Uncheck the **Oracle Smart View for Office** box and select --> **OK**



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Restart Excel and the Smart View menu item will return indicating the Smart View Add-in is disabled.



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