Installation instructions for iSBEM_v6.1.e

You need to have a version of **Microsoft Access** installed on your computer prior to installing **iSBEM_v6.1.e**. Either the full version of **Microsoft Access** or just the "Access runtime" would be sufficient to run the iSBEM software. A runtime version of Microsoft Access 2013 is available for download freely from the Microsoft website at: https://www.microsoft.com/en-gb/download/details.aspx?id=39358 (for e.g., select the **32-bit** version, i.e., the file whose name contains "x86").

NB: iSBEM cannot run on an online cloud-based system, e.g., Access Online with MS Office 365 "subscription-only service". Therefore, you are advised to install iSBEM on the local hard drive (e.g., C:\) of a computer which has either a full local "stand-alone" version of Access or an Access runtime version.

NB: The default version of the SBEM engine is now the 64-bit version which runs on 64-bit Windows operating systems only. If your operating system is 32-bit, download the optional 32-bit version instead as the default version will not run on computers with 32-bit Windows operating systems.

NB: iSBEM can now run on both 32-bit and 64-bit Access (note this is different to a 64-bit Windows operating system).

How to install iSBEM on your computer:

1. Click on the hyper-link to download and save the **iSBEM_v6.1.e.exe** file temporarily onto your **Desktop**.

2. Once the download has completed, from your **Desktop**, double-click on the **iSBEM_v6.1.e.exe** file to initiate the self-extracting process. This will automatically install the application to a new folder on your hard drive (by default: **C:\NCM**, but you can change the location if you wish). Click on the **Unzip** button. Once you see the message "**xx files unzipped successfully**", click on **OK**, and then the **Close** button.

3. You might need to add the path where you have installed iSBEM, which is "**C:\NCM**" by default, to the "**Trusted Locations**" in the "**Trust Center Settings**" in MS Office. See the section on the next page for screenshots of how you can do this, or contact your IT department for assistance.

To start the iSBEM software, go to **My Computer**, and then double-click on the **Local C:** drive**.** Double-click on the **NCM** folder, and then double-click on the **iSBEM_v6.1.e** folder to locate the file **iSBEM_v6.1.e.mdb**. Double-click on **iSBEM_v6.1.e.mdb** to start iSBEM.

The downloaded file **iSBEM_v6.1.e.exe** can now be deleted from your **Desktop** as it is no longer needed.

NB: You might need to seek assistance from you IT department if the security settings for MS Office on your computer prevent you from installing or running iSBEM.

Optional
- Users whose computers have 32-bit Windows operating systems (which is different to having a 32-bit of MS Access/Office), should download the file **iSBEM_v6.1.e_x86.exe**, which contains a 32-bit version of the calculation engine, instead of **iSBEM_v6.1.e.exe** which will **not** run if installed on computers with 32-bit Windows operating systems.

- To create a shortcut for iSBEM on your **Desktop**, go to **My Computer**, and then double-click on **Local C:** drive**.** Double-click on the **NCM** folder, and then double-click on the **iSBEM_v6.1.e** folder, and once you locate the file **iSBEM_v6.1.e.mdb**, right-click on it. Select **Send To** from the drop-down menu which appears, and then click on **Desktop (create shortcut)**. You should notice the shortcut **iSBEM_v6.1.e.mdb – Shortcut** has been created on your **Desktop**, and you can now double-click on it to start **iSBEM_v6.1.e.mdb**.

How to add "C:\NCM\" to "Trusted Locations" in MS Office:

You can add the path where you installed iSBEM, which is "**C:\NCM**" by default (but you might have changed it during installation) to the "Trusted Locations" in the "Trust Center Settings" in MS Office as demonstrated in the next 6 screenshots by selecting **File** > **Privacy Options** > **Trust Center** > **Trust Center Settings** > **Trusted Locations** > **Add new location.** Ensure you also tick the box for **"Sub-folders of this location are also trusted".**

NB: If you are unsure about any of these steps, you are advised to contact your IT department for assistance.

Access Options

Help keep your documents safe and your computer secure and healthy.

Security & more

Visit Office.com to learn more about protecting your privacy and security.

> Microsoft Trustworthy Computing

Microsoft Access Trust Center

The Trust Center contains security and privacy settings. These settings help keep your computer secure. We recommend that you do not change these settings.

Trust Center Settings...

OK   Cancel

Sidebar:
- General
- Current Database
- Datasheet
- Object Designers
- Proofing
- Language
- Client Settings
- Customize Ribbon
- Quick Access Toolbar
- Add-ins
- Trust Center

Trust Center

Trusted Locations

Warning: All these locations are treated as trusted sources for opening files. If you change or add a location, make sure that the new location is secure.

Path	Description	Date Modified
User Locations		

Path: C:\Apps\
Description:

Date Modified:
Sub Folders: Allowed

Add new location...   Remove   Modify...

☐ Allow Trusted Locations on my network (not recommended)
☐ Disable all Trusted Locations

OK   Cancel

Sidebar:
- Trusted Publishers
- Trusted Locations
- Trusted Documents
- Trusted Add-in Catalogs
- Add-ins
- ActiveX Settings
- Macro Settings
- Message Bar
- Privacy Options