

FAST AS FLUID

# Setup for WINDOWS and EXCEL

#### VERSION M01

# Setting up Windows 11 & 10

In Windows, check that the character for decimal point is not a coma but an actual point. (This change won't affect your existing files).

	🔗 Region		×	🔗 Customise Format	×
	Formats Administrative	Formats Administrative		Numbers Currency Time Date	
Search in windows	<u>F</u> ormat: French (France)		~	Example Positive: 123 456 789.00	Negative: -123 456 789 00
Q region	Language preference	<u>5</u>			
	Short date:	dd/MM/yyyy	~	Decimal symbol:	.  ~
<b>¥</b>	Long date:	dddd d MMMM уууу	~	No. of digits after decimal:	2 ~
Rest match	Short time:	HH:mm	~	Digit grouping symbol:	~
Destination	Long time:	HH:mm:ss	~	Digit grouping:	123 456 789 🗸
Region	First day of week:	lundi	~	Negative sign symbol:	- ~
Control panel				Negative number format:	-1,1 ~
	Examples	05 (10 /2022		Display leading zeros:	0,7 ~
	Short date:	05/10/2023 jeudi 5 octobre 2023		List separator:	; ~
	Short time:	16:01		Measurement system:	Metric ~
	Long time:	16:01:06		Standard digits:	0123456789 ~

A <u>d</u> ditional settings	Never V
OK Cancel Apply	Click Reset to restore the system default settings for Reset Reset
	OK Cancel Apply

# Windows 8

Point the mouse to the lower-right corner of the screen and move the mouse pointer up > Click on "Settings" > Control panel > Region > Button "Additional settings..." > Decimal symbol > Insert the character "point".

# Windows 7

Start menu > Control panel > Clock, Language and Region > Language and Region > Modify Clock and Date or Number Format > Button "Additional settings..." > Decimal symbol > Insert the character "point".

# Windows Vista

Start menu > Control panel > Clock, Language and Region > Modify Clock and Date or Number Format > Click "Customise this format" > Decimal symbol > Insert the character "point".

# Windows XP

Start menu > Control panel > Date, Time, Language and Regional Options > Choose 'Regional and Language Options' > Tab 'Regional Options' > Click "Customise" > In the tab "Numbers" > Decimal symbol > Insert the character "point".

# Setting up Excel 2013/2016/365

## In Excel, click on File and select Options



Click **Advanced**, tick **Use system separators** and insert a **point** character in the decimal separator box (Nb. This does not apply if you're using a virtual machine on Mac OS)

Excel Options		?	×
General Formulas Proofing	Advanced options for working with Excel.		<b>^</b>
c			- 11
Save	✓ After pressing Enter, move selection		
Language	Direction: Down •		
Accessibility	Automatically insert a <u>d</u> ecimal point		
Advanced	Places: 2		
	Enable fill handle and cell <u>d</u> rag-and-drop		
Customise Ribbon	✓ <u>A</u> lert before overwriting cells		
Quick Access Toolbar	<ul> <li>Allow <u>e</u>diting directly in cells</li> </ul>		
Add inc	<ul> <li>Extend data range formats and formulas</li> </ul>		
Add-Ins	Enable automatic per cent entry		
Trust Center	Enable <u>A</u> utoComplete for cell values		
	✓ Automatically <u>F</u> lash Fill		
	Zoom on roll with IntelliMouse		
	Alert the user when a potentially time-consuming operation occurs		
	When this number of cells (in thousands) is affected: 33 554 🗘		
	✓ Use system separators		
	Decimal separator:		
	Thousands separator:		
	Cursor movement:		
	O Logical		
	○ <u>V</u> isual		
	Do not automatically <u>hyperlink screenshot</u>		
	Cut, copy, and paste		
	Show Paste Ontions button when content is nasted		-
	OK	Can	cel

#### Click on Trust Center and then Trust center settings

Excel Options		?	×
General Formulas	💓 Help keep your documents safe and your computer secure and healthy.		
Proofing	Security & more		
Save	Visit Office.com to learn more about protecting your privacy and security.		
Language	Microsoft Trust Center		
Accessibility	Microsoft Excel Trust Center		
Advanced			
Customise Ribbon	The Trust Center contains security and privacy settings. These settings help keep your computer secure. We recommend that you do not change these settings.	er Setting:	s
Quick Access Toolbar			
Add-ins			

Trust	Center	

OK	Cancel

### Click on Macro settings, tick the Trust access to the VBA project object model box and click OK

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Trust Center		?	×
Trusted Publishers	Macro Settings		
Trusted Locations	O Disable all macros without notification		
Irusted Documents	Disable all macros with notification		
Trusted Add-in Catalogues	O Disable all macros except digitally signed macros		
Add-ins	Enable all macros (not recommended; potentially dangerous code can run)		
ActiveX Settings	Developer Macro Settings		
Macro Settings	Trust access to the VPA project phiest model		
Protected View	Indst access to the <u>v</u> bA project object model		
Message Bar			
External Content			
File Block Settings			
Privacy Options			
Form-based Sign-in			
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	ОК	Car	ncel

If you encounter difficulties when installing AUTOFLUID, you can consult our FAQs page and contact the AUTOFLUID hotline.

