

## FAQ

### **How do I launch Microsoft® Excel?**

To use the Bloomberg Excel Add-In while logged in through the BLOOMBERG ANYWHERE® website, you must launch Excel by opening an Excel file from a Bloomberg Anywhere window. For example, you can open a spreadsheet from the *Personal File Manager* (FILE) or *Excel Template Library* (XLTP) functions, or open a spreadsheet that is an attachment to a message in the *Message* (MSG) function. Excel launches through the Bloomberg Anywhere application in a new window. In that window, the add-in tools and API formulas function normally.

### **Can I save the file to my desktop?**

Yes, you can save a file to your desktop from the Excel window that is opened through Bloomberg Anywhere. To do this, you must allow Bloomberg Anywhere to have access to your local drives.

### **Can I open a file from my desktop?**

Yes, you can open a file from your desktop in the Excel window that is opened through Bloomberg Anywhere. To do this, you must allow Bloomberg Anywhere to have access to your local drives.

### **Can I simultaneously save on FILE and my computer?**

No, you cannot save a file in both places at once; it is a two-step process. First, you must save the file to your local drive, then use the File Manager to upload it to FILE.

### **Is there going to be an option for me to launch a blank Excel workbook?**

Yes. There is an option currently being planned in FILE to launch a blank Excel workbook when using Bloomberg Anywhere.

### **How do I differentiate between the Bloomberg Anywhere version of Excel and regular Excel?**

The Excel window that launches through Bloomberg Anywhere appears in gray. For example, see the image below.

The screenshot shows a Microsoft Excel window with the following data table:

	A	B	C	D	E	F
1		Security	CDX HY CDSI S18 5Y PRC			
2		Pricing Source	CBGN			
3		Start Date	1/1/2012			
4		Ticker	CDX HY CDSI S18 5Y PRC CBGN CORP			
5						
6			Price	Spread	Points up front	
7		3/27/2012	97.627	556.1602	2.373	
8		3/28/2012	97.276	564.5918	2.724	
9		3/29/2012	96.819	575.791	3.181	
10		3/30/2012	96.892	574.003	3.108	

I can't see my computer drives. What do I do?

You must explicitly [allow Bloomberg Anywhere to have access to your local drives](#).