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About the Analysis ToolPak
This Excel feature provides extra Tools to use for data analysis in Excel 2007. The following directions will enable you to activate this add-in to Excel so you can use it for your coursework.

Activate the Add-In Menu
Click the Office button in the upper left hand corner of Excel –

In the window that next appears, click the button called “Excel Options” – this is new the bottom of the window, next to the Exit Excel button.

Under the menu, pick “Add-ins.” You will see Analysis Toolpak listings under the Inactive Application Add-In area.

See next page for screen shot.
Click on the Go… button to activate the Toolpak options you need. The following window will appear.
The Add-Ins window

Click to add a checkmark before each add-in you wish added to Excel.

Example: I put checkmarks in “Analysis ToolPak,” “Analysis ToolPak – VBA,” and “Solver Add-in” because I needed them for an assignment.

After you have selected the ones you wanted, click “OK.”

You now have your Add-Ins available in Excel!
Location of Analysis Toolpak
You will find the Toolpak features available under Data tab on the Excel 2007 ribbon bar.

Data tab without Analysis Toolpak

Data tab with Analysis Toolpak