LSEG WORKSPACE ADD-INS
OFFICE INSTALLATION GUIDE

Access to LSEG® data and tools is provided through two separately installed add-ins. These provide additional menu ribbons in certain Office apps of Microsoft® 365, where:

− The core product is the **Workspace** add-in, which has a comprehensive set of capabilities.
− The lighter offering is the **Workspace 365** add-in, which provides basic capabilities but extends across both macOS and web browser environments.

This document describes the pre-requisites and installation of the **Workspace** Office add-in.

Additional information

For more detailed information regarding:

− Microsoft Office version requirements and browser compatibility, refer to the Workspace Add-Ins - System Requirements.
− Tools supported by each add-in, refer to the Workspace Add-Ins - Microsoft Office Version Comparison.
− Prerequisites, installation, and deployment instructions for the required add-in, refer to:
    − This document for **Workspace** Office information, or
    − the Workspace Add-Ins - 365 Installation Guide.

Pre-requisites

The following facilities must be installed or configured for tools within the menu ribbon to be made available.

Installing required Microsoft components

To use the **Workspace** Office add-in, you must install the following Microsoft applications:

− Microsoft Edge WebView2 Runtime

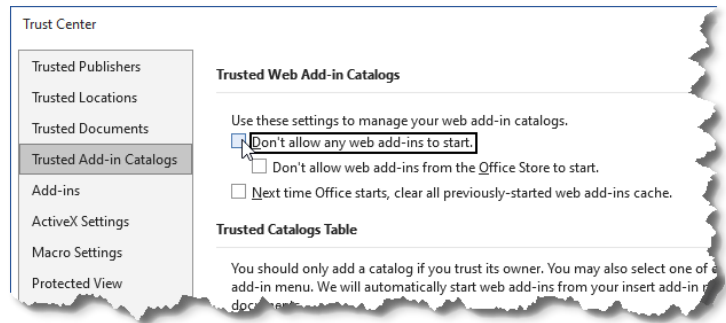## Trust Center policy settings

If the Group and/or Microsoft 365 Trust Center policies are set to deny the use of Web add-ins, certain **Workspace** Office add-in menu ribbon items[1] will not load.

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[1] Items that are not loaded include Deals BI, Linking, Hotkeys, Traces, Auto Color, Define Palette, Comp List, Annotations, and Logos.

LSEG DATA & ANALYTICS

To enable the use of Web add-ins, do the following:

1. Open a Microsoft 365 file (Word document, Excel spreadsheet, …).

2. Open the **File** menu.

3. Select **Options**.

4. In the Options dialog, select **Trust Center**.

5. Click the **Trust Center Settings…** button.

6. Select **Trusted Add-in Catalogs.**

7. Uncheck the **Don't allow any web add-ins to start** checkbox.

Installing the Microsoft Office add-ins

The **Workspace** Office add-in[2] is installed automatically when you download and install LSEG Workspace for desktop.
Make sure that your PC hardware and the operating system meet the required levels. For further information, refer to the LSEG Workspace System Requirements.

Known issues

Workspace installations without automatic update

For users installing LSEG Workspace using `--machine-autoupdate-no`, the Excel add-in will not load correctly on non-virtual machines. This is because the default location of the Office registry key is registered at HKLM.

To correct the registry key location, use the command:

`<install path>/RefinitivWorkspace.exe --update-office-registry=HKCU`

For more information, see PCN206237.

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[2] This add-in only works for Windows users. If you are a Mac user, refer to the Workspace Add-Ins - 365 Installation Guide.