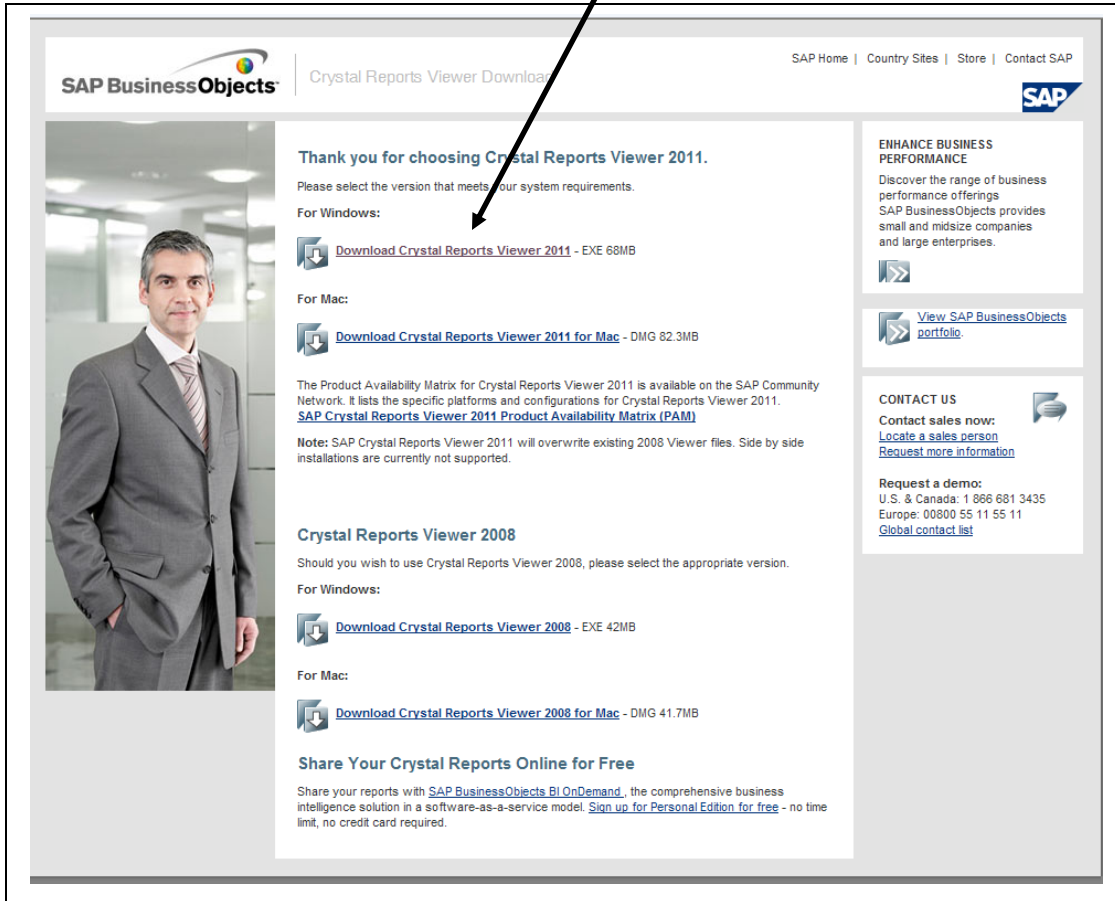


Crystal Reports Viewer 2011 Installation Guide

In order to view bench reports in Crystal format, please download and install the Standalone Crystal Reports Viewer from: <http://www.businessobjects.com/forms/crystalreports/viewer/>

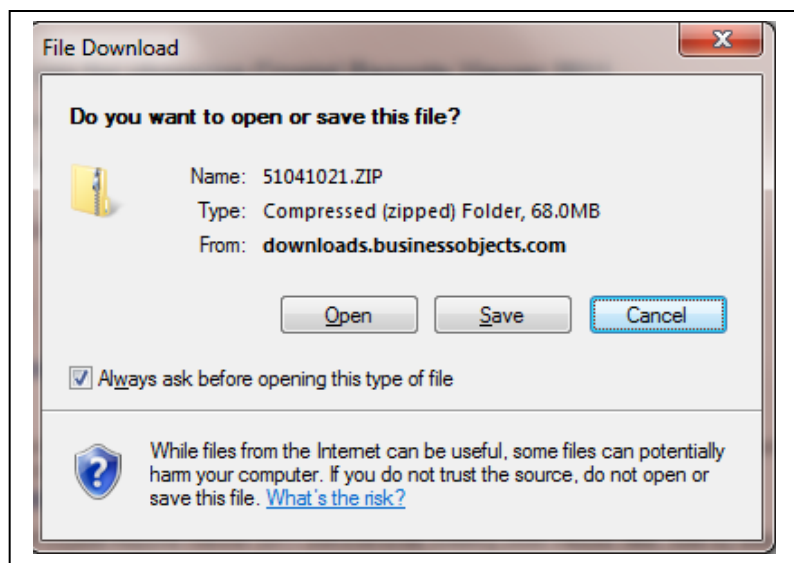
Download screen:

Left click on “Download Crystal Reports Viewer 2011”

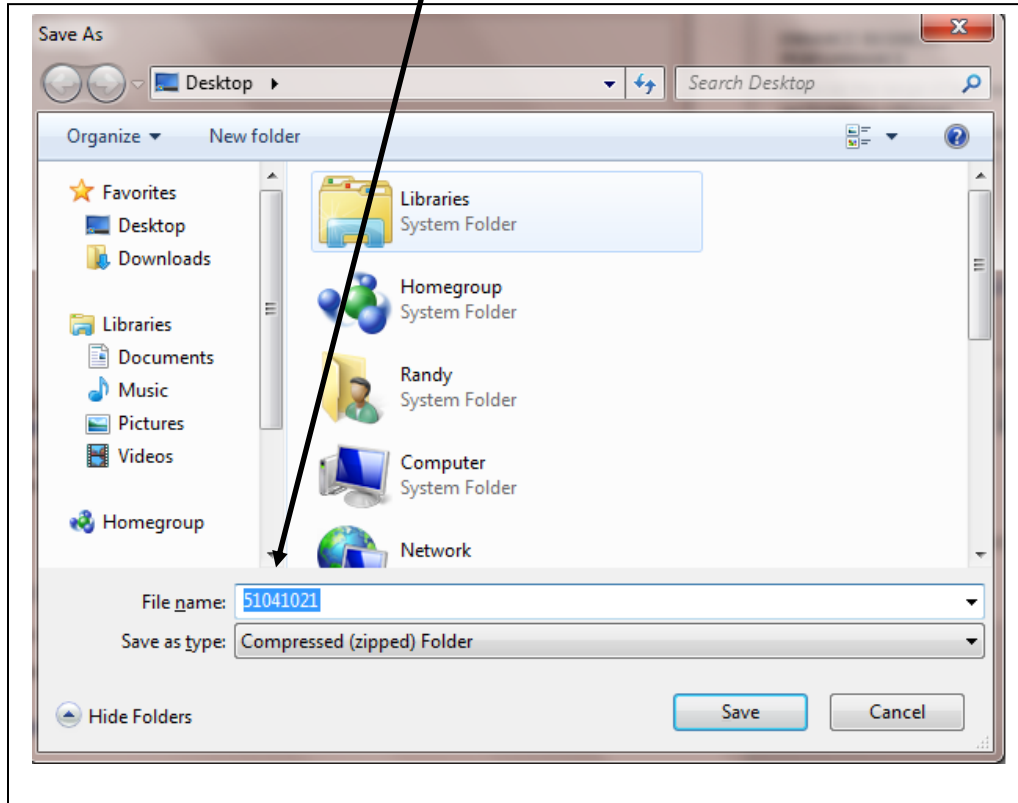


After download is complete, you will be prompted to “Open” or “Save” the file.

Click “Save.” A window will open allowing you to choose where you wish to save the file.



The file you are downloading is: 5104121.zip.



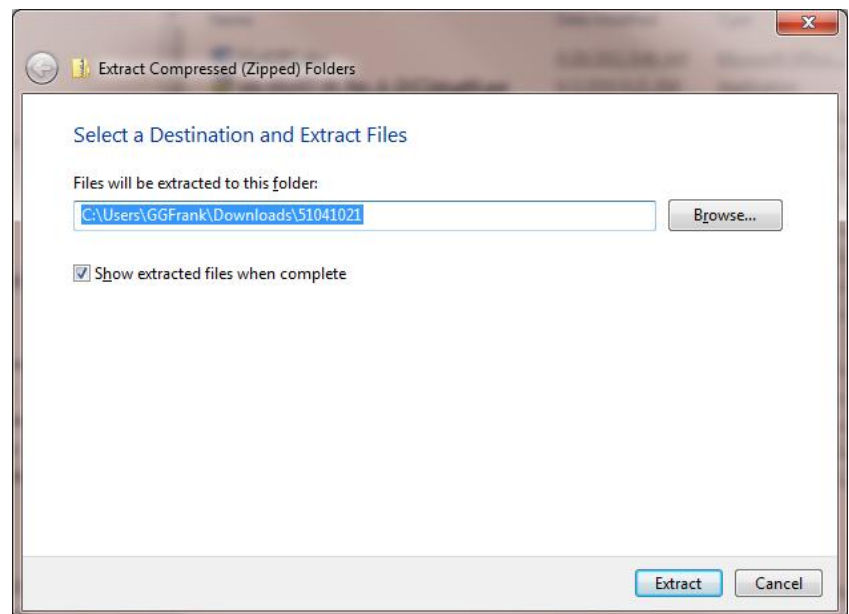
Select and click the “Save” button (depending on your Internet Connection, the download will take 2 to 5 minutes . It is 68 MB).

Locate the file (514041021.zip) that you just downloaded.

Right click on the file and from menu, select “Extract all...” A screen similar to this should appear. Leave in default directory or “Browse” and select one yourself.

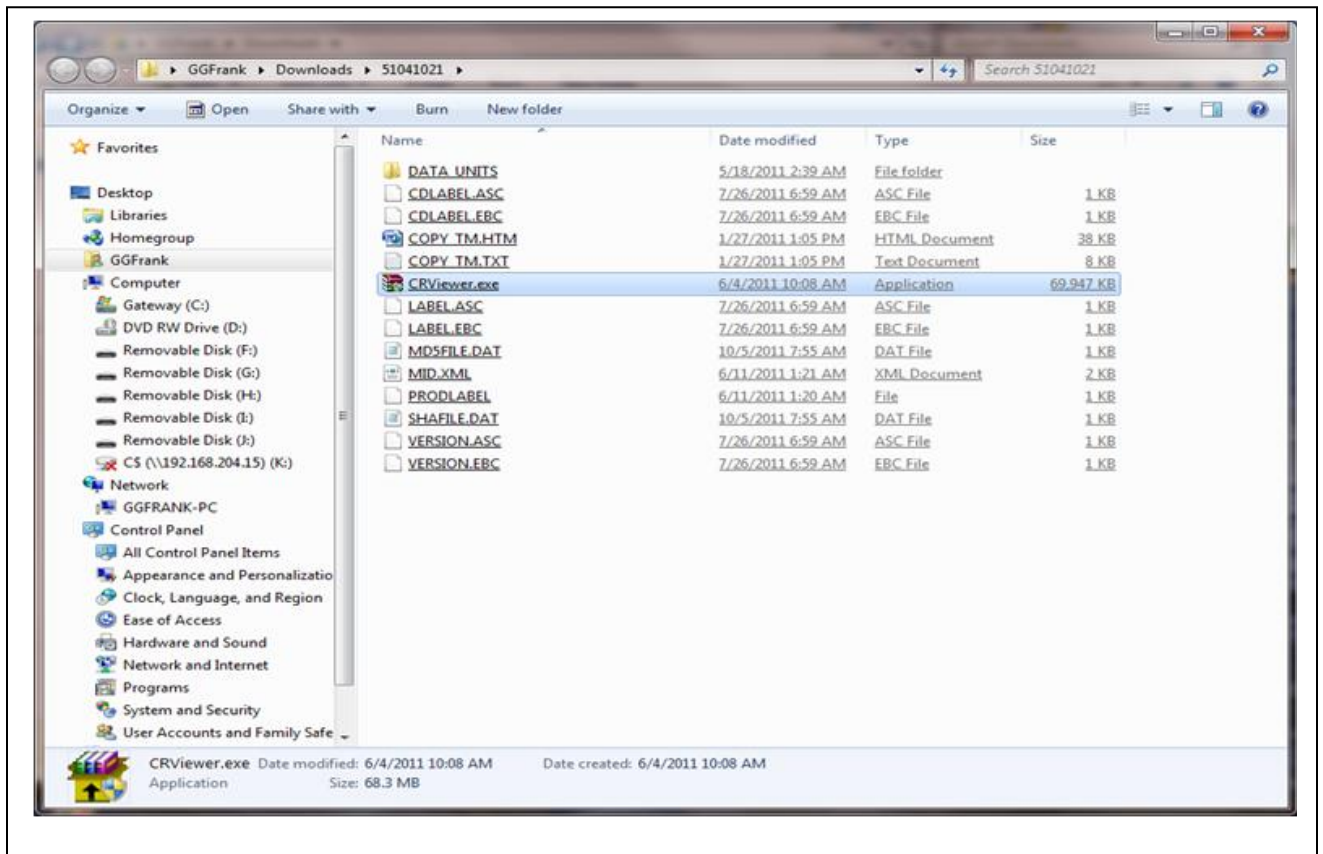
Click the “Extract” button.

Extraction of the file should only take a few seconds.



Once download/copying of files is complete, another window with the directory will open, listing files in the .zip file.

Double Click on the **CRViewer** file for a complete installation of Crystal Reports Viewer 2011.



For a complete installation of the Viewer, it will require several more button clicks, however, it is a standard installation procedure where you click "OK," "Next" and finally "Finish" buttons.



NOTE: The installation procedure will place a Crystal Reports Viewer 2011 icon on your desktop, however you will not need to use it to view Benchmark reports – this will be done automatically.

This is an installed program it can be uninstalled in Control Panel>Programs (and Features).

