

June 2020

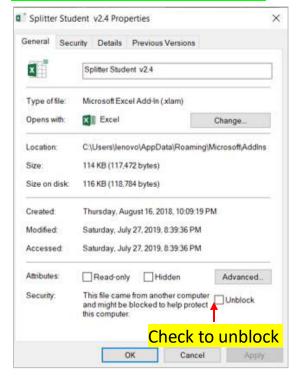


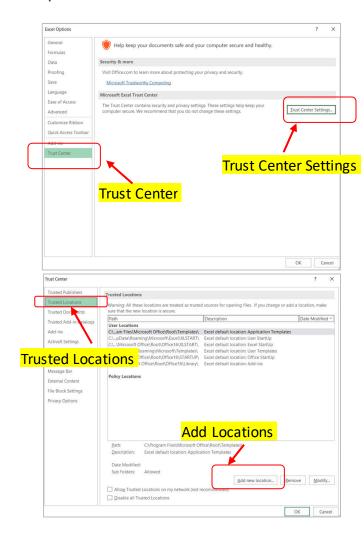
Download Splitter. Save in your Preferred Directory. Make sure Macro is Enabled for Splitter.

- Splitter is an Excel Add-Ins /macro program. If at any point during Splitter installation your Excel asks to "enable macro?", reply yes.
- A couple of options to make sure macro for Splitter is enabled therefore would not be blocked

Option 1

Right click on Splitter file, Go to Properties. Check to Unblock





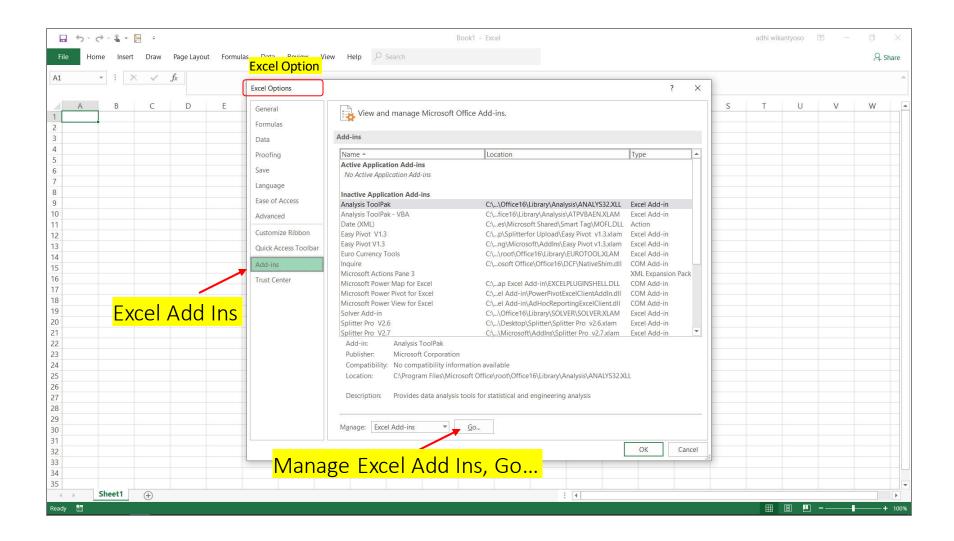
Option 2

Add Splitter to
Trusted Location
Directory

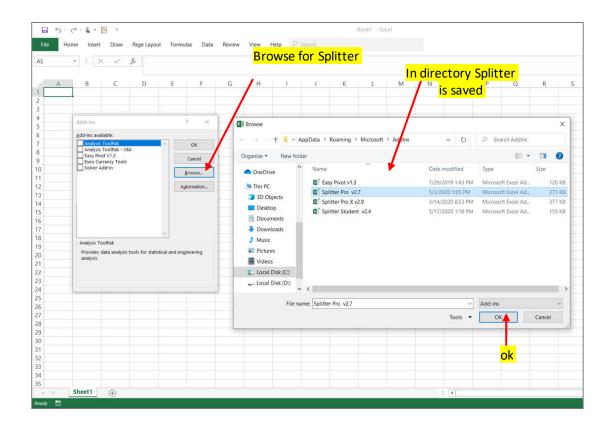
Go to Trust Center in Excel Options. In Trust Center Settings...

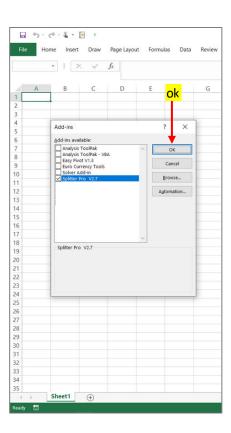
Go to Trusted Locations.
Add Locations where Splitter is located.

In Excel Option. To Add Ins. Click Go in Manage Excel Add Ins



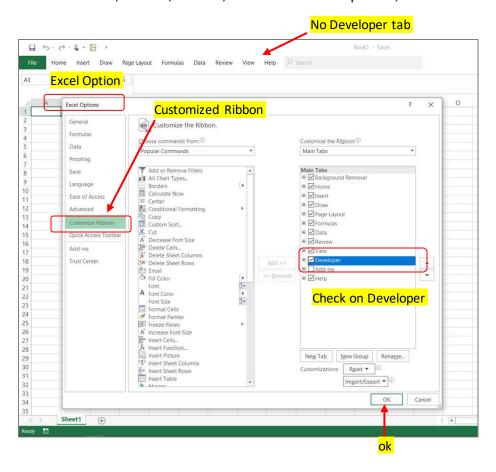
Browse for Splitter in Directory where it is Saved

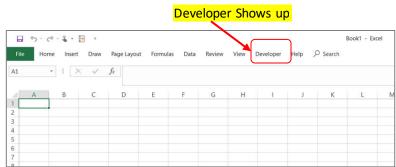




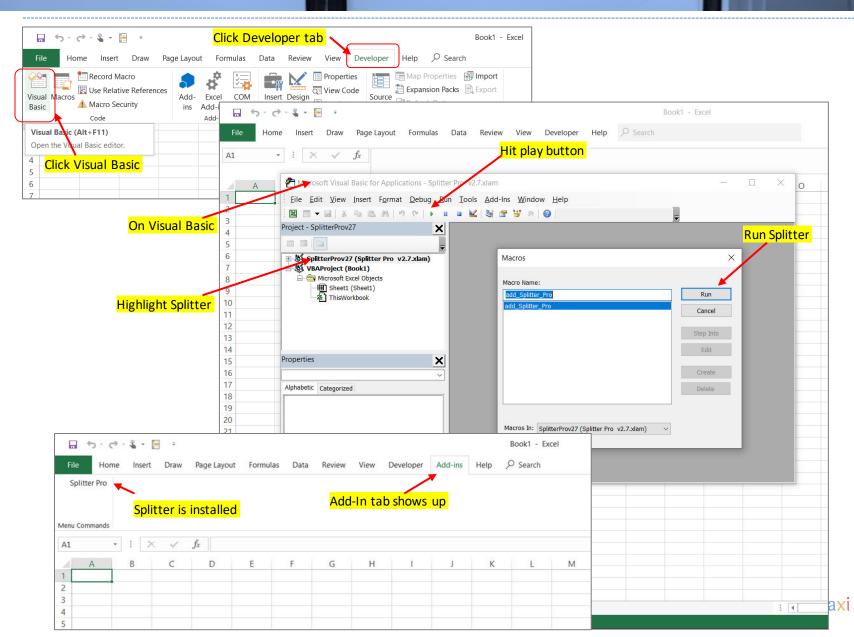
Turn On Developer Tab

- •Excel 2007: Excel option, Popular, check Show Developer tab in the ribbon
- •Excel 2010, 2013, 2016, 2019: Excel option, Customize Ribbon, under main tab check Developer



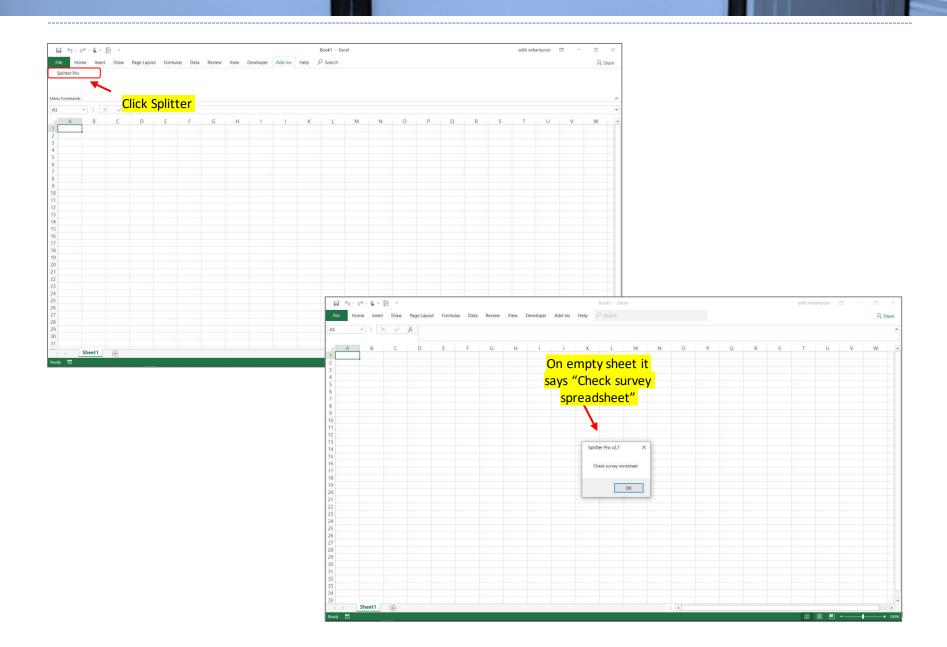


On Developer tab, click Visual Basic. On Visual Basic window, select Splitter. Run

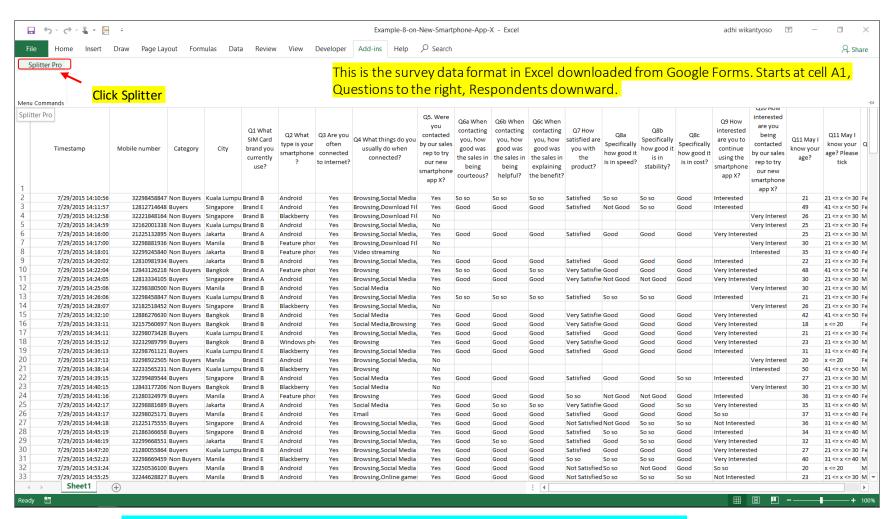




Running Splitter on Empty Sheet: "Check Survey Spreadsheet"



With Survey Data Downloaded from Google Forms as Excel. The data should start at cell A1. Click Splitter

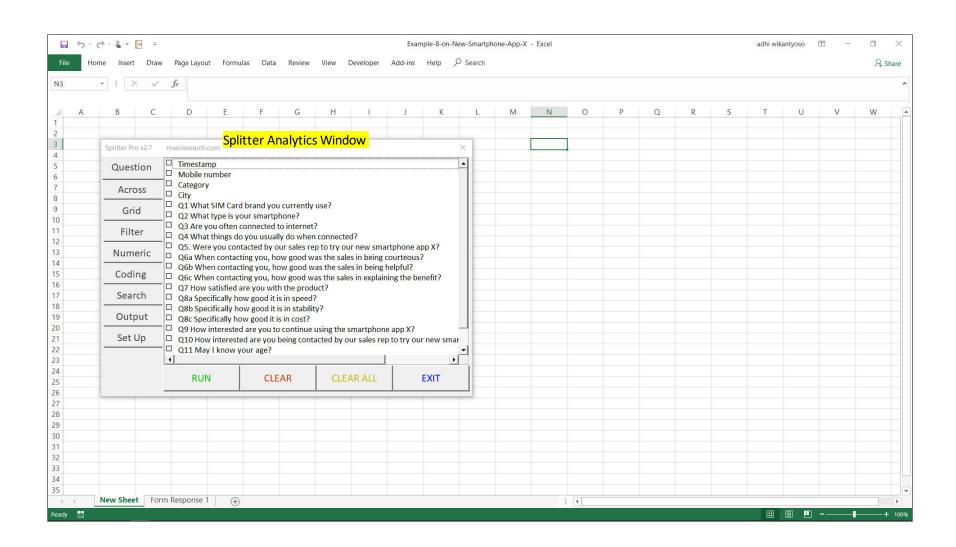


For first time running a survey data set using Splitter, the sheet containing survey data needs to be the active sheet, sheet located on the front (you can see the data).

For First time Survey Data Opened Splitter will do Automatic Coding. We will be taken to new sheet "New Sheet"

Insert Draw Page Layout Formulas Data Review View Developer Add-ins Help Developer Add-ins Page Layout Formulas Data Review View Developer Add-ins Help Develope A Share - : × ✓ fx If you haven't entered Activation Code M Trial Period for 7 Days Click to Continue Trial Splitter Pro v2.7 maxiresearch.com Remaining Trial Period Continue Trial 13 15 16 Enter Kev 17 19 20 Enter Activation Code here 21 Need internet connection to validate license key 22 23 Clik to validate code 24 25 26 27 29 We are now in "New Sheet" 31 32 The sheet that contains survey data is 33 renamed "Form Response 1" 34 New Sheet Form Response 1 (+)

Splitter Analytics Window Shows Up



Splitter is Ready for Analysis

