

XBRL iFile Client Tool Installation Guide & FAQs

Developed for the Corporate and Business Registration Department

Version – 1.1

1. Downloading Installer

The CBRD provides an Installer executable file for the Financial Statement which contains fixed template worksheet in accordance with the IFRS standard for the user to fill and generate an XBRL Instance from. Please request a copy of the installer by sending an email to customer.service@mns.mu, specifying whether your machine runs a 32-bit or a 64-bit Windows® operating system. You will then receive an email with the link to download the requested installer.

Visit the CBRIS Information page on MNS Services website (URL: <http://servicesmns.mu/>) for more information.

2. Installation

2.1 Hardware Prerequisites

2.1.1 Minimum Hardware requirements

Processor	Intel® Core™ 2 Duo, Intel® 1 st Generation Itanium® (i3, i5 or i7) Processors
Platform	32-bit
RAM	2 GB
Hard Disk Space	1 GB free space in C Drive

2.1.2 Recommended Hardware requirements

Processor	Intel® 3 rd Generation Itanium® (i3, i5 or i7) Processors
Platform	64-bit
RAM	4 GB
Hard Disk Space	1 GB free space in C drive

2.2 Software Pre-requisites

Supported Operating systems	Windows® XP, Windows Vista®, Windows® 7, Windows® 8, Windows 10.1 operating systems.
Microsoft Excel	Microsoft® Excel® 2007 or Microsoft® Excel® 2010 or Microsoft® Excel® 2013 or Microsoft® Excel® 2016.
Administrator Privilege	Required.
Access Rights to User	Create / Edit / Delete files on C Drive.
Internet Connectivity	Required.

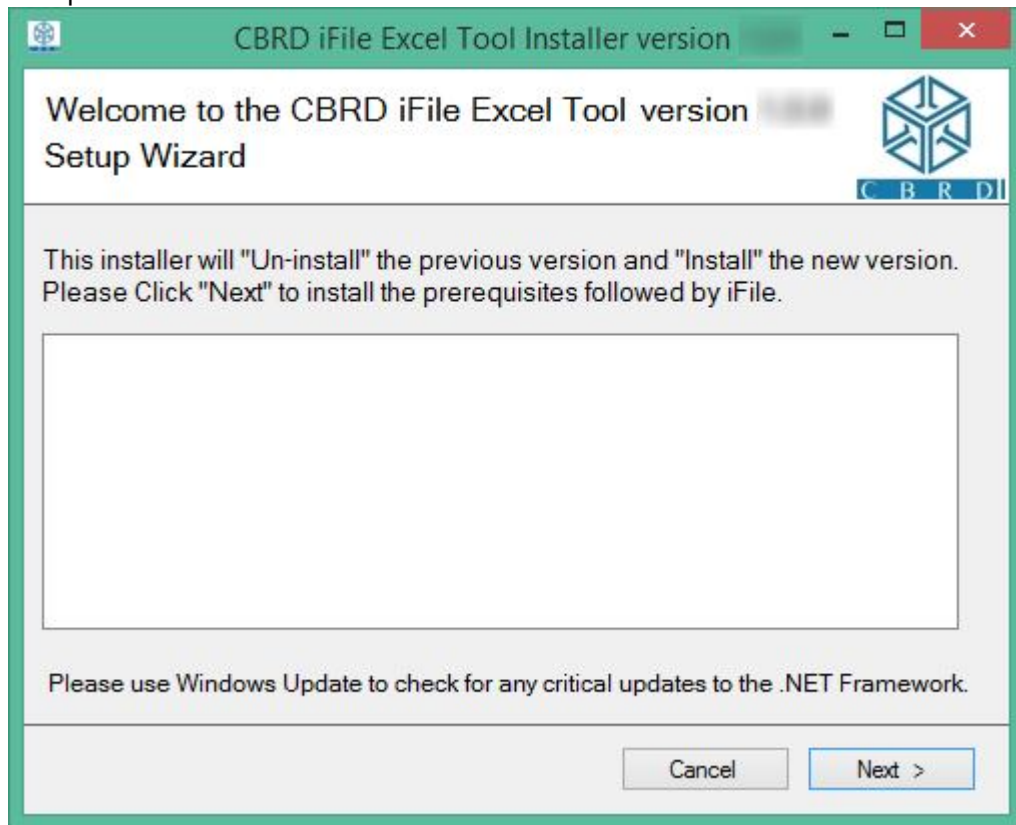
Other software requirements

1. Microsoft® .NET Framework 3.5 Service Pack 1: [Download .NET Framework 3.5 SP1](#)
2. Microsoft® Visual Studio® Tools For Office® Runtime (VSTOR) 3.0: [Download VSTOR 3.0](#)
3. Programmable Interoperable Assemblies for Microsoft Excel 2007 or Microsoft Excel 2010
 - [Office 2007 PIA](#)
 - [Office 2010 PIA](#)

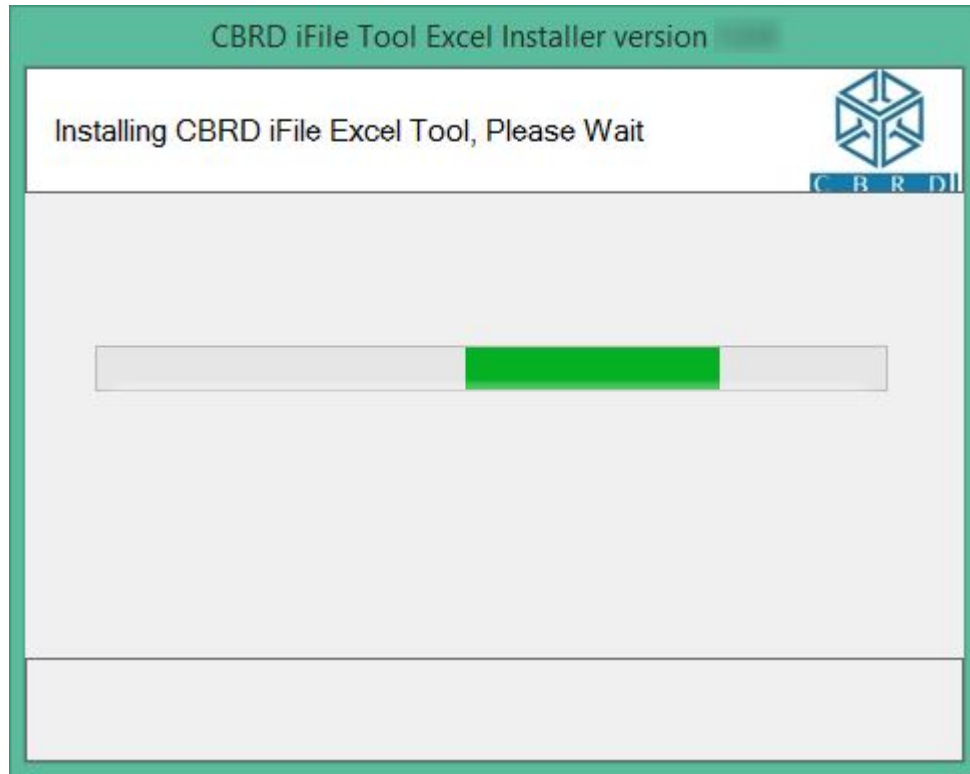
(Note: The above given software requirements are necessary for iFile Client tool to function properly. VSTOR and Office PIA files are included in the CBRD iFile Client Installer packages; however the .NET 3.5 SP1 Framework has to be explicitly installed prior to running the CBRD iFile Client Installer.)

2.3 Steps to Install CBRD iFile Client Tool

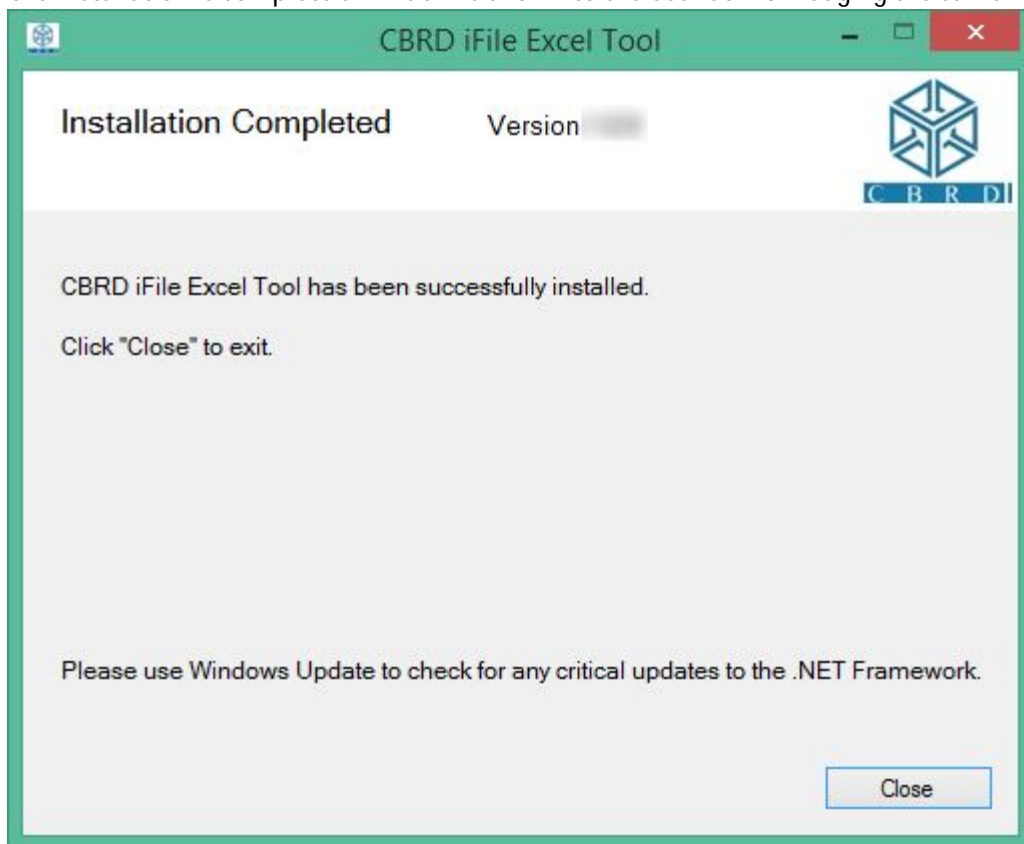
1. Once you have downloaded the tool from the CBRIS website, double click on the downloaded file to run the Installer.
2. On clicking the 'Next' button, the iFile Installer will automatically uninstall any earlier versions of the CBRD iFile Client Tool and install the new version. The CBRD iFile Client Tool will first install the pre-requisites of VSTOR 3.0 and Office PIA files.



3. The CBRD iFile Client Tool Installer will then proceed to install the template version for which the Installer was built.



4. After the Installation is complete a window is shown to the user acknowledging the same.



5. Once the Installation is complete, a shortcut is created on the Desktop named 'CBRD iFile Excel tool' and the Start > All Programs > CBRD iFile Tool menu that allows the user to run a new version of the CBRD iFile template.
6. Another shortcut for the Uninstallation is created in the Start > All Programs > CBRD iFile Tool menu.

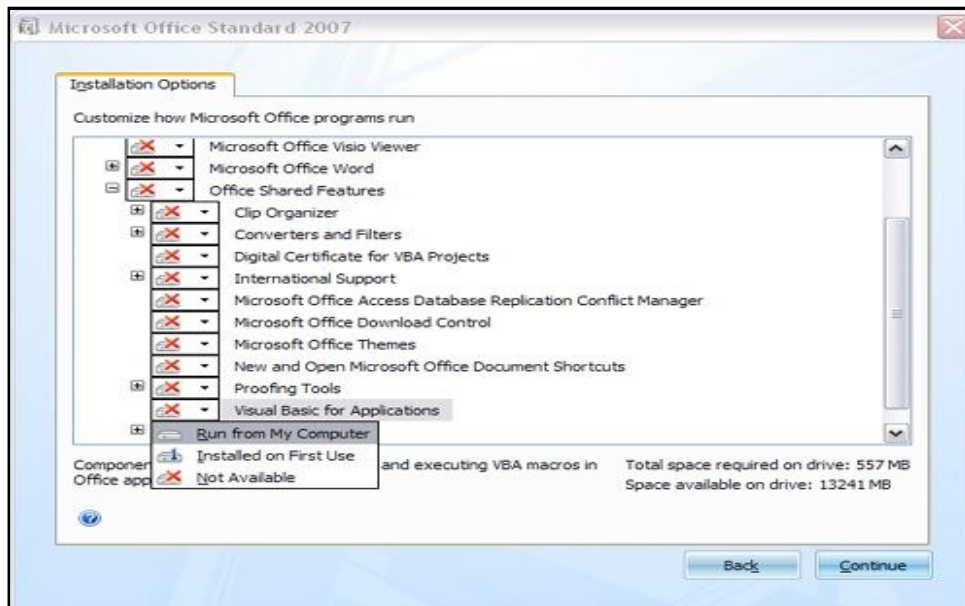
2.4 Configuring Microsoft Excel

1. Add support for "Microsoft Visual Basic" and "Microsoft .NET" in Excel

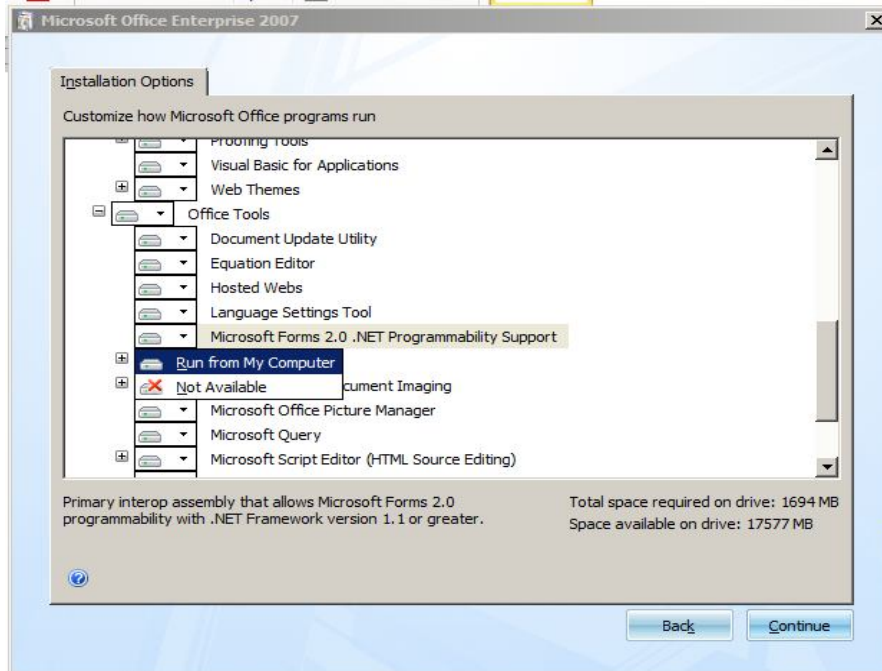
- In the Control Panel choose "Add or Remove Programs" (or "Programs and Features" in Windows Vista / Windows 7 / Windows 8.1 / Windows 10).
- Select Microsoft Office in the list and click on the Change button.



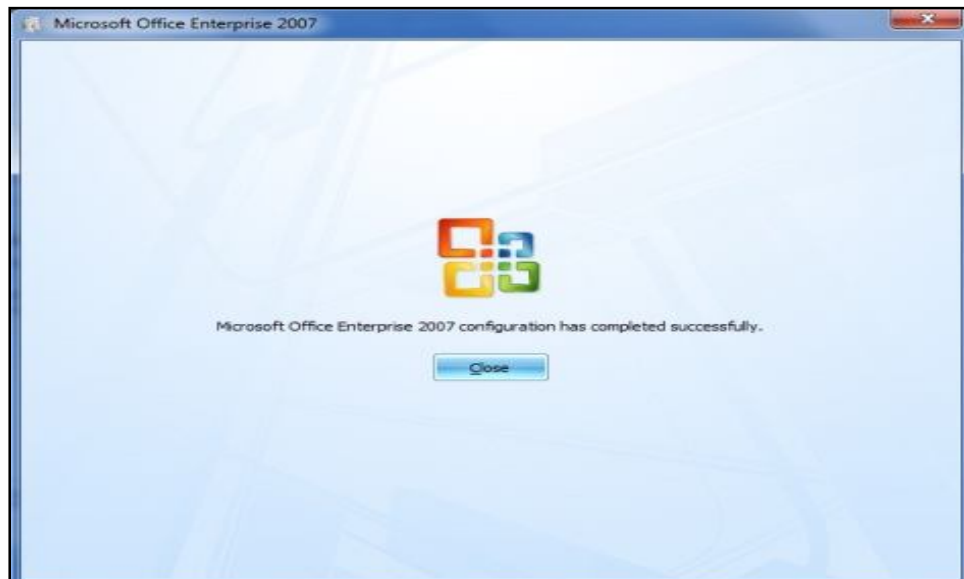
- Choose "Add or Remove Features"



- Select "Visual Basic for Applications" in the "Office Shared Features" list and set it to "Run from My Computer". Then click on the 'Continue' button.



- Select "Microsoft Forms 2.0 .NET Programmability Support" in the "Office Tools" list and set it to "Run from My Computer". Then click on the 'Continue' button.



- After pressing the 'Continue' button, user will get the following message

2. Provide "Programmatic Access" to Visual Basic Project

To enable "Trust Access to the VBA project object model":

- Click on Menu option of Microsoft® Excel® application and after that click on "Excel Options".

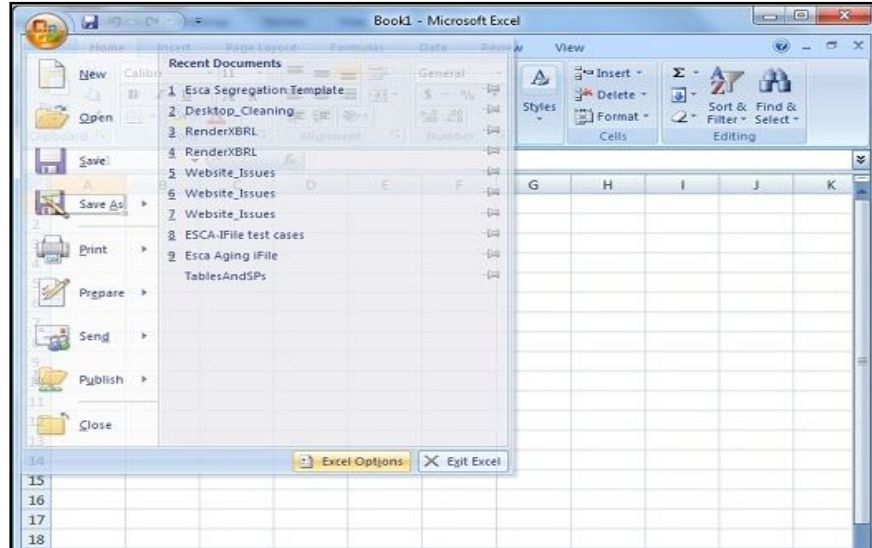


Figure 2.1: Microsoft® Office Menu

- Click on "Excel Options" following screen will appear.

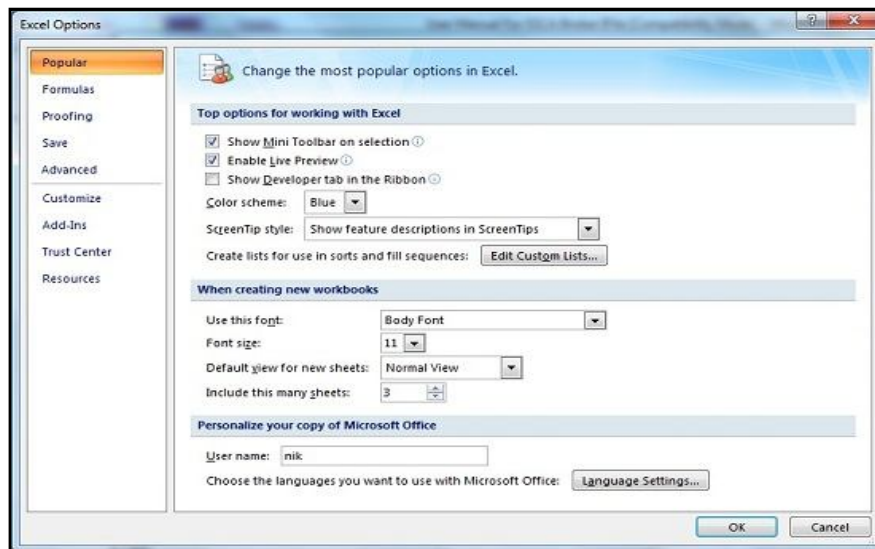


Figure 2.2: Microsoft® Office Excel® options

- Click on Trust Center option, following screen will appear.



Figure 2.3: Microsoft® Office® Trust Center

- Click on Trust Center Settings, following screen will appear.

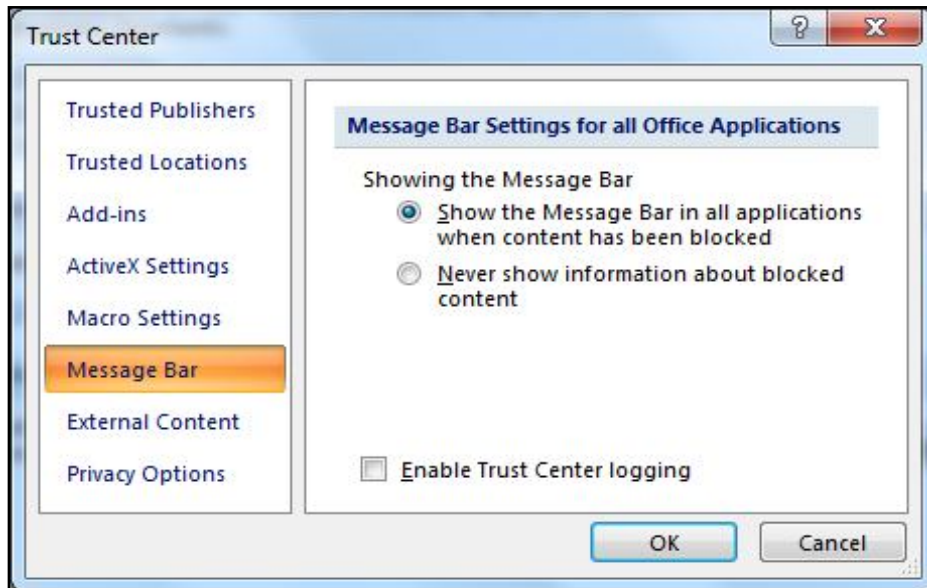


Figure 2.4: Microsoft® Office Trust Center Message Bar

- Click on Macro Settings, following screen will appear.

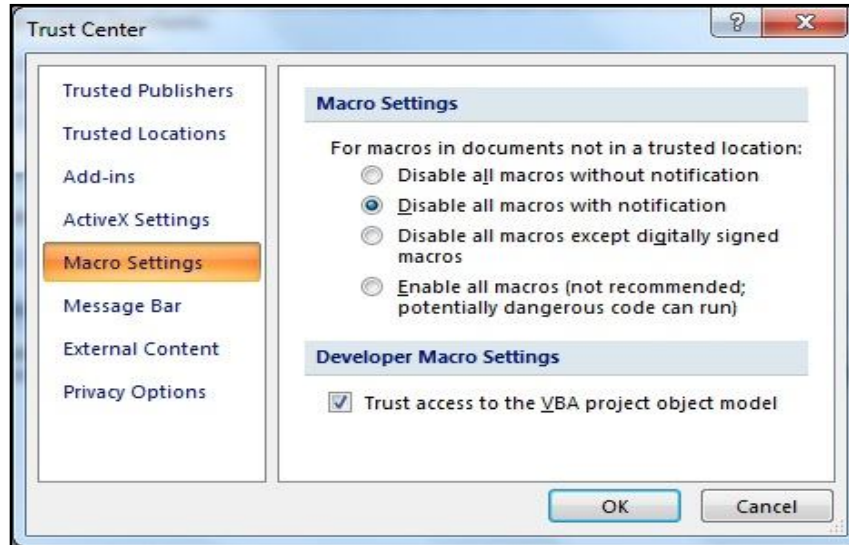
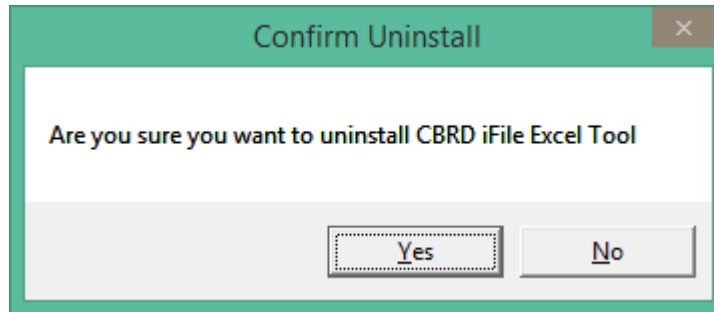


Figure 2.5: Microsoft® Office Trust Center Macro Settings

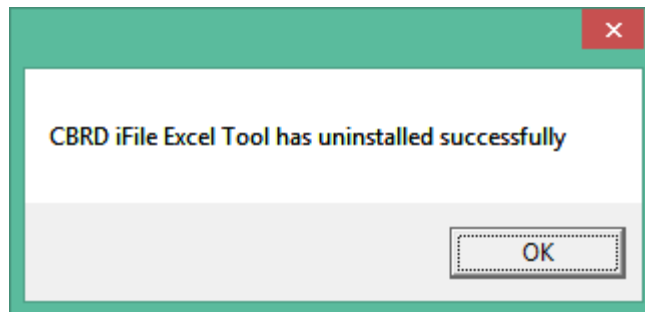
- And now the User can check or enable the “Trust access to VBA project object model”.
- After the installation is over, open the iFile template file. The User should be able to see iFile Add-Ins in the menu

2.5 Steps to Uninstall CBRD iFile Excel Tool

1. Run the 'Uninstall CBRD iFile Tool' Shortcut from the Start Menu > All Programs > CBRD iFile Tool
2. A confirmation window is shown asking if the user wants to Uninstall the CBRD iFile Excel Tool. Click 'Yes' on the Confirmation Window to continue.



3. Once the CBRD iFile Excel tool has been uninstalled a message is shown to the user acknowledging the same.



3. Frequently Asked Questions (FAQs)

3.1 Installation FAQs

3. How do I find the version of Microsoft® Excel® installed in my computer?

Open any Microsoft® Excel® file or open a new file. In the tool bar, click on 'Help' and then click on 'About Microsoft Excel' option.

4. I get an error “* Assembly or dll not loaded” on opening the iFile desktop tool

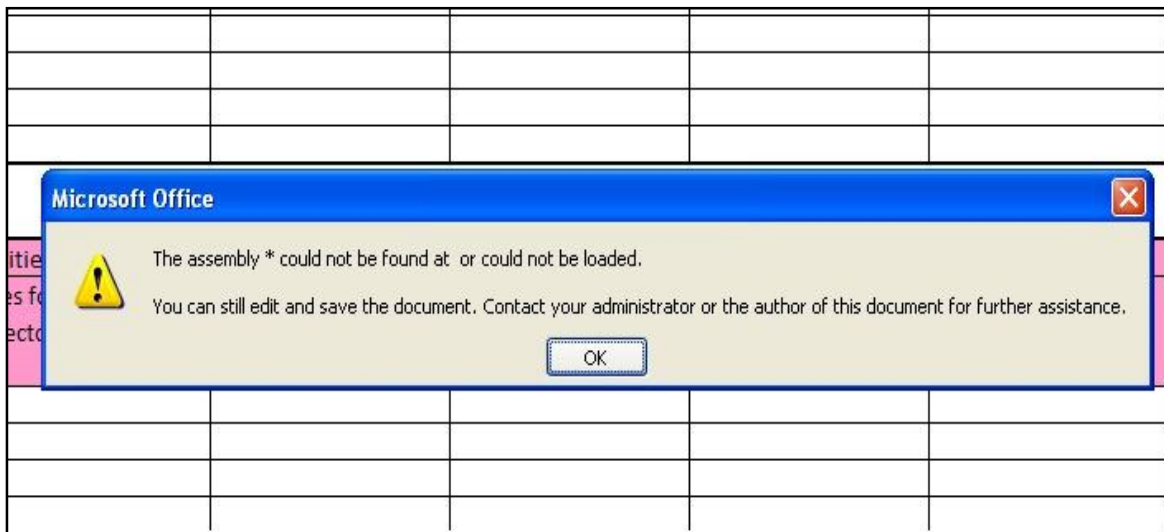


Figure 3.1: Assembly not found error

This error occurs when Visual Studio® Runtime for Microsoft® Office is not installed on the machine. Please download and install the Visual Studio® Runtime from this link:

- For Microsoft® Excel® 2007/2010, Visual Studio® Runtime 3.0: This can be downloaded from <http://www.microsoft.com/download/en/details.aspx?id=23656>

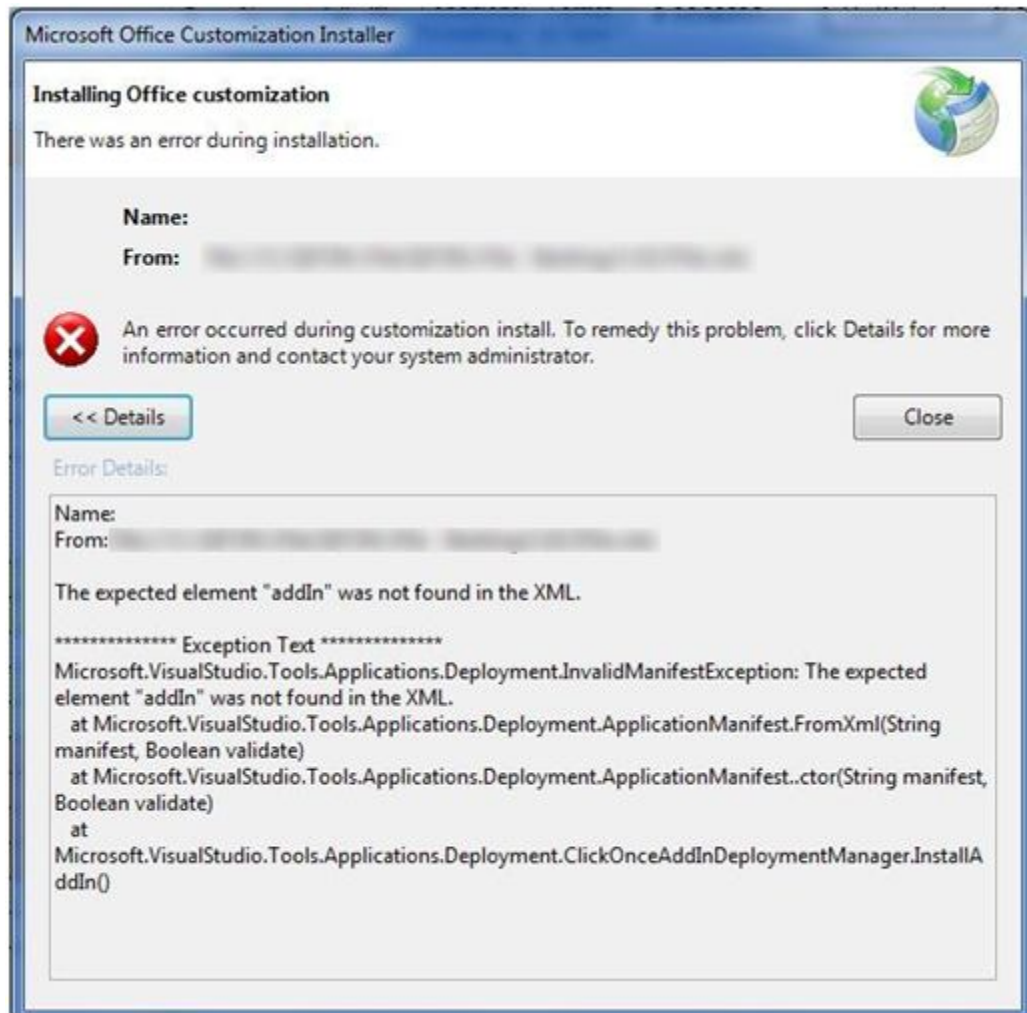
5. I get an error “There was an error during installation”



This error occurs when Visual Studio® Runtime for Microsoft® Office is not installed on the machine or is corrupted. Please download and install the Visual Studio® Runtime from this link:

- For Microsoft® Excel® 2007/2010, Visual Studio® Runtime 3.0: This can be downloaded from <http://www.microsoft.com/download/en/details.aspx?id=23656>

6. I get an error "There was an error during installation"



This error occurs when Visual Studio® Runtime for Microsoft® Office installed is incompatible with the Microsoft® Office installed on the machine. In that case, please download and install the Visual Studio® Runtime from this link:

- Visual Studio® Tools for Office Runtime 4.0: This can be downloaded from the link below <http://www.microsoft.com/en-in/download/details.aspx?id=40790>

7. I get an error "The Workbook has lost its VBA project"

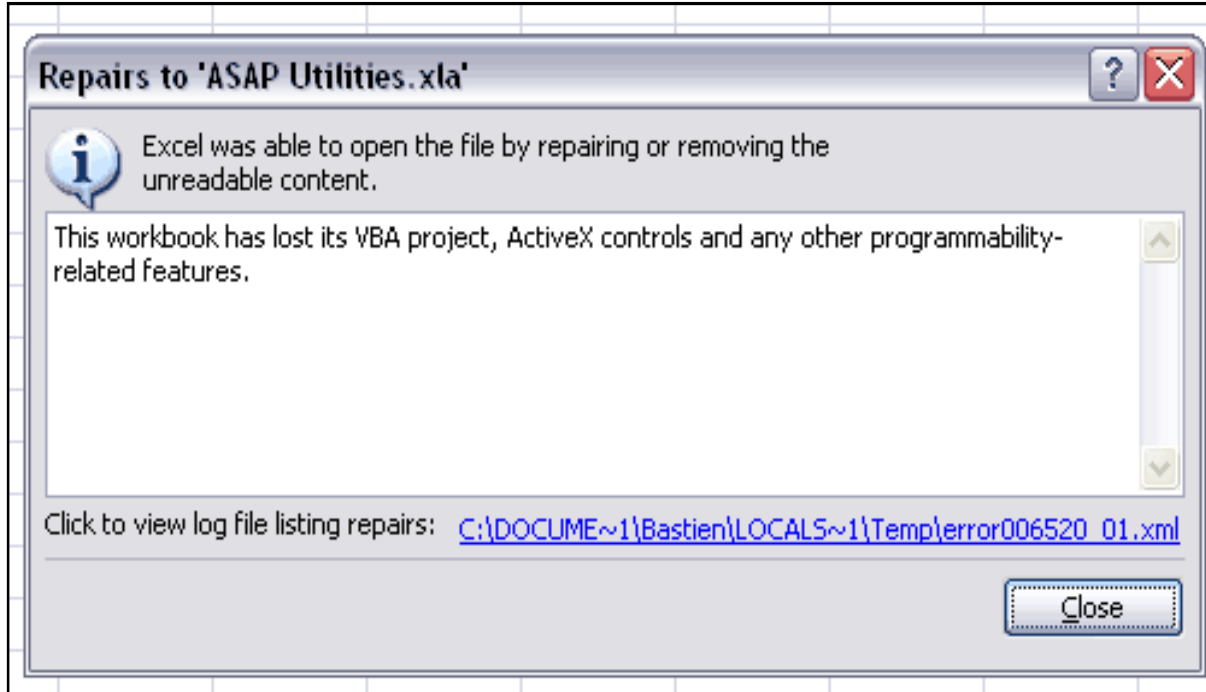


Figure 3.2: VBA Project Error

- Close Microsoft®Excel® if it is open.
- In the Control Panel choose "Add or Remove Programs" (or Programs and Features in Windows Vista®).
- Select Microsoft® Office in the list and click on the Change button.



Figure 3.3: Modify Microsoft® Office

- o Choose "Add or Remove Features"

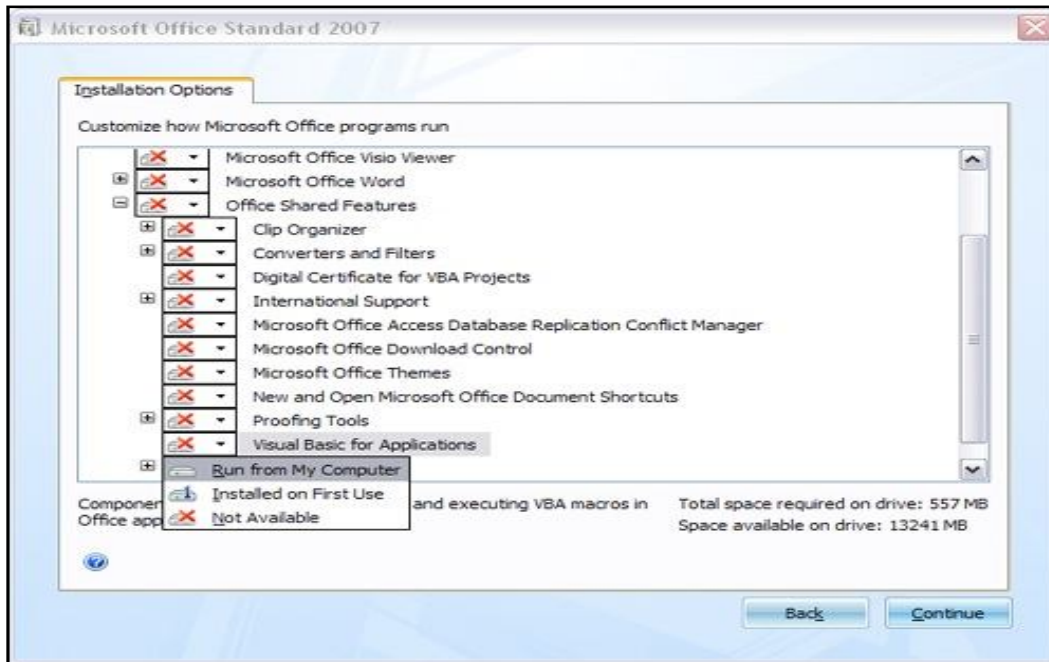


Figure 3.4: Add/Remove Microsoft® Office Features

- o Select "Visual Basic for Applications" in the "Office Shared Features" list and set it to "Run from My Computer". Then click on the 'Continue' button.

After pressing the 'Continue' button, User will get the following message

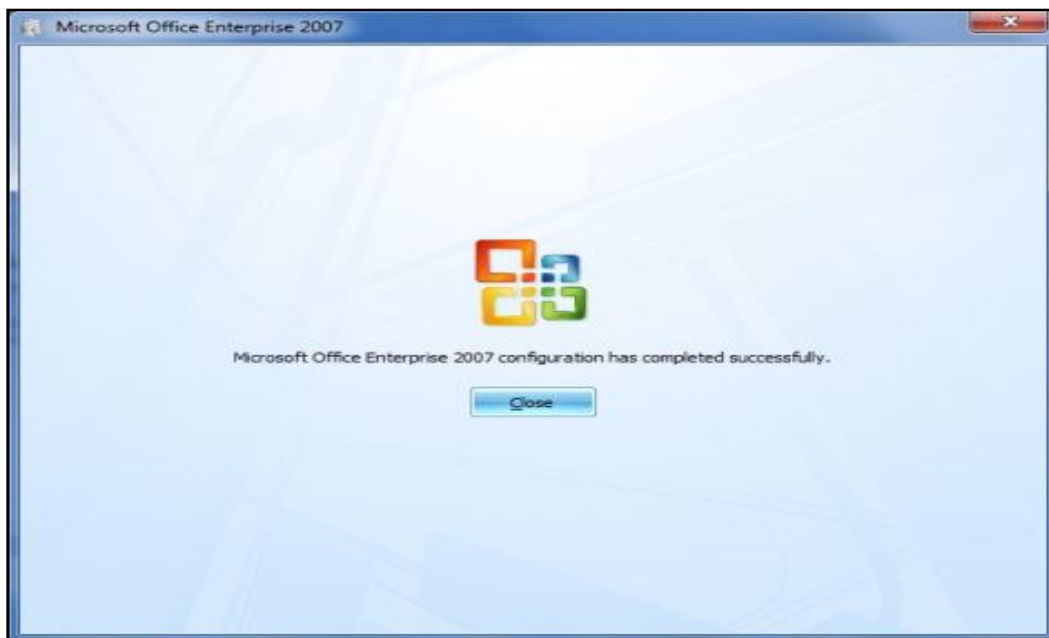


Figure 3.5: Microsoft® Office Successful configuration

8. I get an error “Programmatic Access to Visual Basic Project is not trusted”

If “Trust access to the VBA project object model” is not enabled in Microsoft® Excel® application, then above error message would pop up while opening the template file.

To enable “Trust Access to the VBA project object model”:

- Click on Menu option of Microsoft® Excel® application and after that click on “Excel Options”.

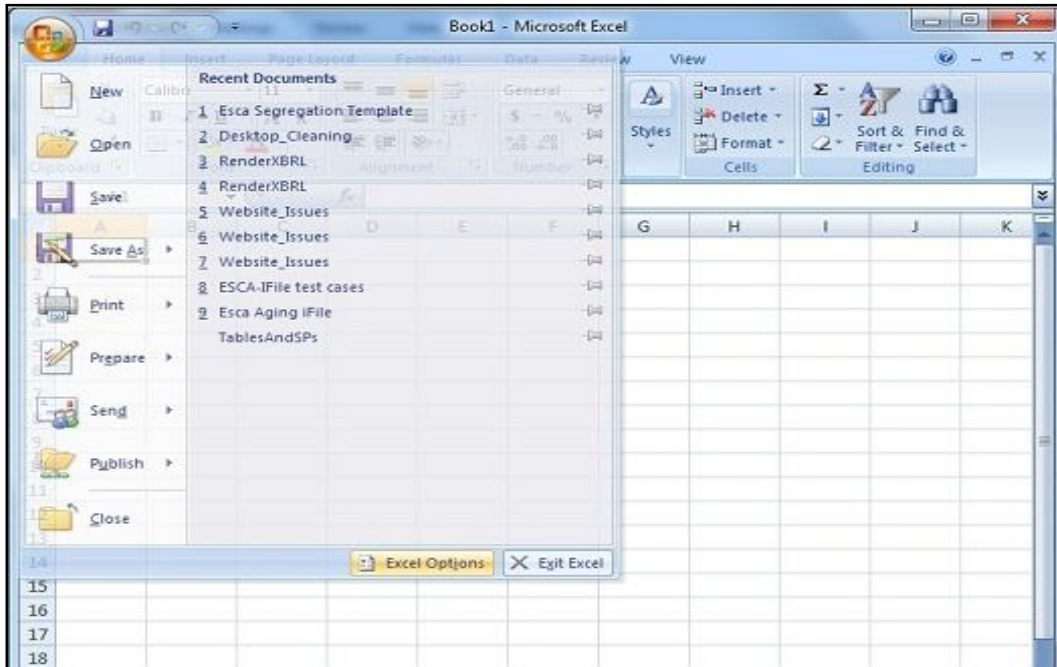


Figure 3.6: Microsoft® Office Menu

- Click on “Excel Options” following screen will appear.

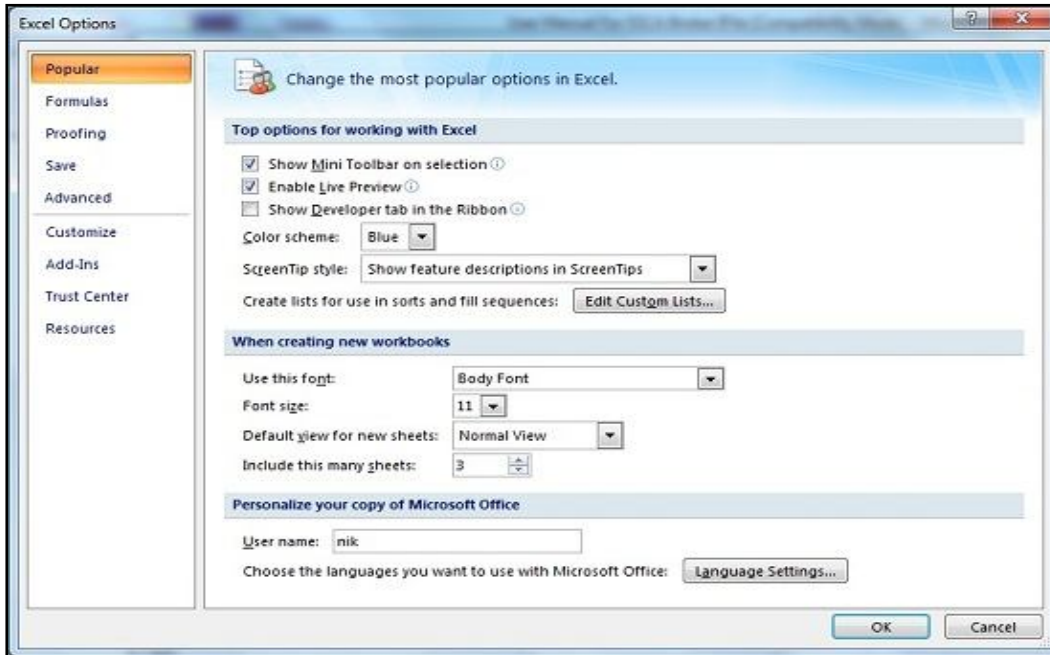


Figure 3.7: Microsoft® Office Excel® options

- Click on Trust Center option, following screen will appear.



Figure 3.8: Microsoft® Office® Trust Center

- Click on Trust Center Settings, following screen will appear.

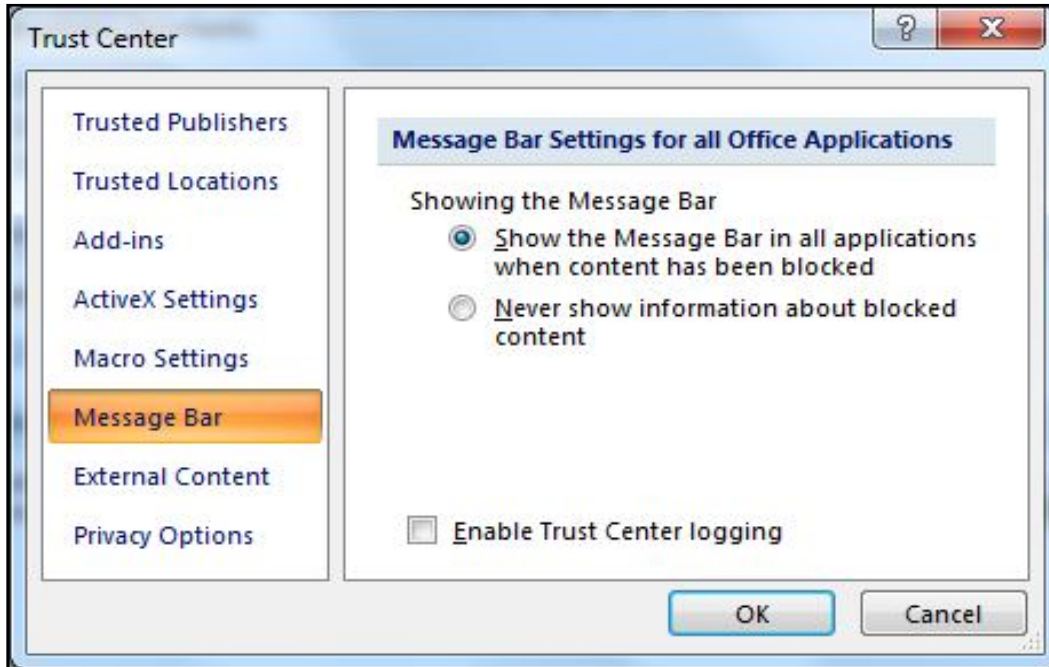


Figure 3.9: Microsoft® Office Trust Center Message Bar

- Click on Macro Settings, following screen will appear.

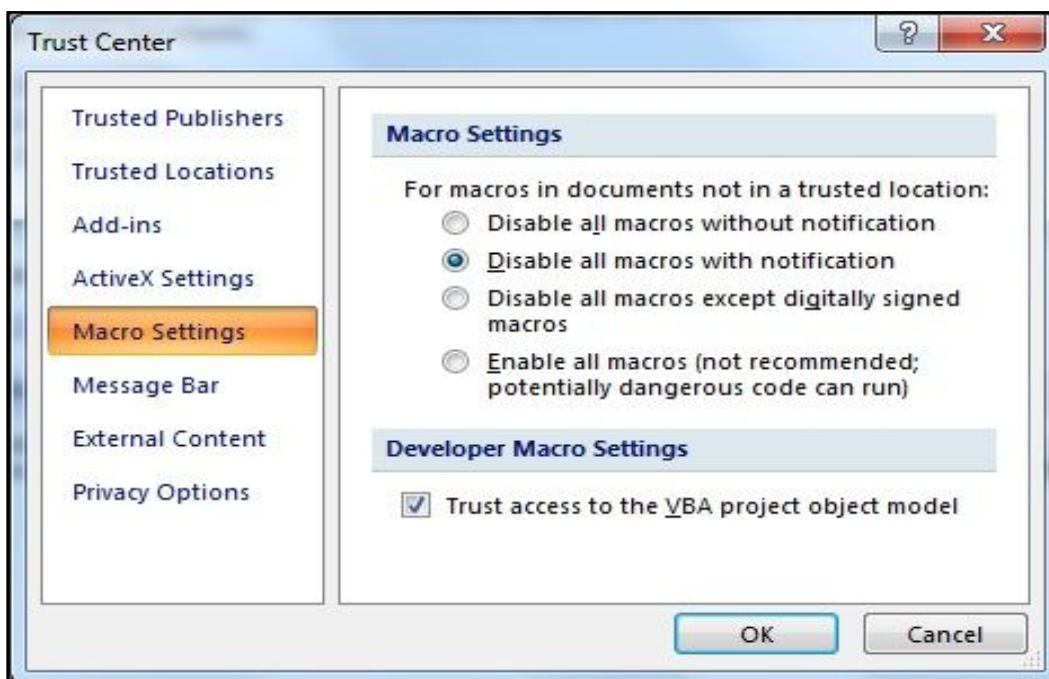


Figure 3.10: Microsoft® Office Trust Center Macro Settings

- And now the User can check or enable the "Trust access to VBA project object model". After the installation is over, open the iFile template file. The User should be able to see iFile Add-Ins in the menu

3.2 General FAQs

1. How do I generate an XBRL Document from the iFile Tool once I have keyed in all the values?

Once the user has keyed in the values for all the applicable sheets, the user can click on the 'Generate XBRL' button in the Toolbox. This will start processing all the entered values and validate them from XBRL specification checks as well as business rule checks. If there are errors encountered during the validation, the user will have to resolve them all before they can save the generated XBRL Document.

2. Can I use the iFile Worksheet created by a different user on my own machine?

Yes, the iFile Excel worksheet can be viewed / edited by the user as long as they have a copy of the saved worksheet and they have the CBRD iFile Excel Tool installed on their machine.

3. Does the CBRD iFile Excel Tool require internet connectivity at all times?

The CBRD iFile Excel Tool requires connectivity to check whether the Installer and Taxonomy being used are correct for the reported filing period. The tool does not require internet connectivity while the user is keying values into the iFile template or generating an XBRL Document.

If the iFile Excel Tool is not connected to the Internet, a warning will be shown to the user but they will still be allowed to continue if required. The XBRL document will be validated again for the same filing period and taxonomy checks when the user submits the filing on the CBRIS portal.

4. How can I review the XBRL document generated from the CBRD iFile Excel Tool before I submit it to CBRD?

The XBRL Document created from the CBRD iFile Excel Tool is encoded in machine readable language. If a user wishes to review the values himself or get them reviewed through another individual, they can do so via two methods:

- i. Saved iFile Template: The user can share his copy of the saved iFile Excel Template with any other users who have iFile Excel Tool installed on their machine.
- ii. Review Copy: The user can generate an XBRL Document from the values keyed in which will also validate the input values as part of the process. Once all the validations are cleared, the user can generate a Review Copy from the iFile Tool and save that in a PDF format to share for review purposes.

5. If I have already submitted a filing on the CBRIS portal, am I allowed to modify the values?

A filing that has been already submitted to CBRD cannot be modified unless CBRD assigns an approved or rejected status for the filing. However, the user can keep the corrected XBRL document ready and resubmit as soon as the original filing is assigned a status by CBRD.