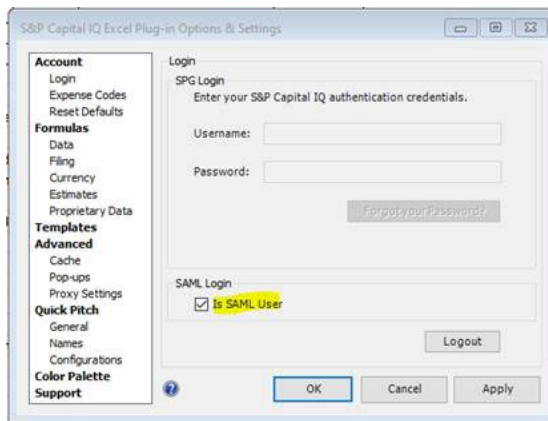
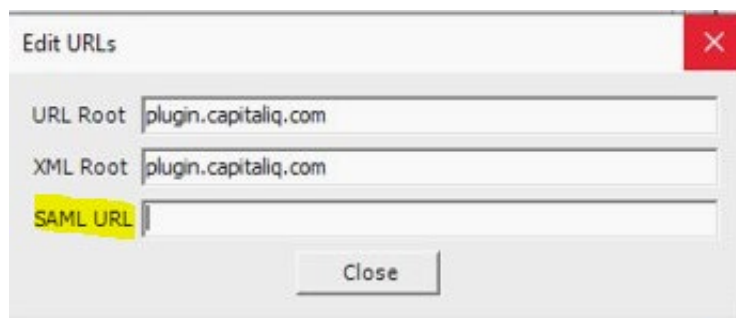


Capital IQ Excel Plugin:

1. Download the S&P Capital IQ Excel plug-in. If you already have the S&P Capital IQ Excel Plug-In (you will see a tab in Excel)- skip to step 2
 - Go to [Capital IQ](#) and log in
 - Confirm Capital IQ start page:
 - My Capital IQ → Settings → Favorites / Start Page →
 - Set Capital IQ Start Page :My Capital IQ
 - Select Downloads from the *My Capital IQ* menu on the upper-left side, under **My Profile**
 - Click **Download Office Plug-In (New Installer)**
 - Follow the instructions in the installation wizard.
2. Go to Capital IQ Settings in Excel and CLEAR OUT any information saved in Username and Password under SPG Login. Then click “Apply”, followed by “OK”
3. Go back into Capital IQ Settings > Enable the “Is SAML User” Check Box, under SAML Login



4. Press Ctrl+Shift+Alt+F12 keys at the same time to open the following dialog box (on a laptop keyboard, you may need to press Ctrl+Shift+Alt+fn+F12 at the same time)



- Copy the following url text shown below and paste into the SAML URL setting in Excel:
https://secure.signin.spglobal.com/sso/saml2/00a1ms48i5mgguhHu1d8/app/spglobaliam_sp_3/exk1mw4syfjR5fMGh1d8/sso/saml
5. Click on **Close** and then **Apply** the settings and **restart** EXCEL completely to enable SSO