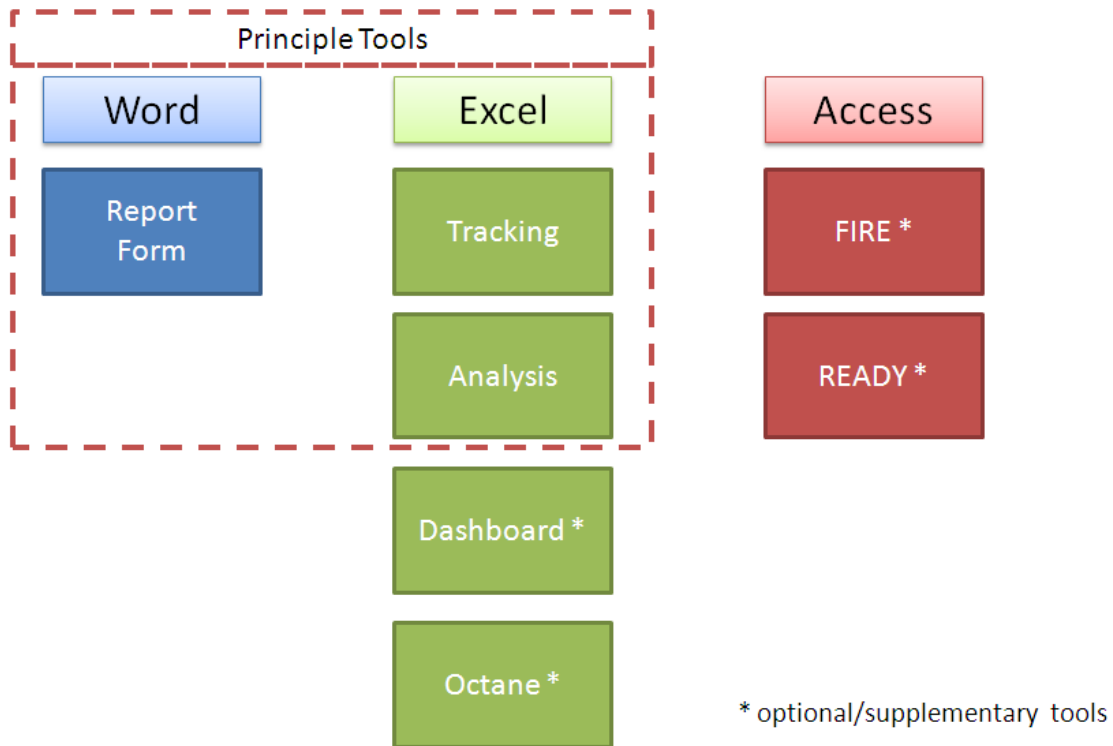


AIM Tools – Do they work on my system?

The AIM Tools are built in Microsoft (MS) Word, Excel and Access (1997+) for local Windows systems. They will work on some other systems – see the notes below.

AIM Tool Family (by MS Application)



AIM’s Measurement Support Team (measurement@albertaaim.ca) can help with questions about the functioning of a tool itself as well as setup of a tool on a local Windows system.

Unfortunately, AIM doesn’t have the resources to support every system. If you are considering a non-Windows system, be prepared to manage your own system-specific problems. You will also need to adapt some of the instructions in the various user guides developed for each tool.

While we can’t support other systems, we have collected the experience of some of your peers. This document contains their suggestions.

	Operating System (OS)	Software	OS/Software/Tool Location	Comment
Optimal Environments for the AIM Tools	MS Windows XP / Vista	MS Office for Windows 2003	OS, Software & Tool - Local (C:\Drive)	<p>The AIM Tools are designed to function in these systems. To date, they are by far the most common systems in Alberta clinics. As such the AIM Measurement Support Team can help with issues experienced in any of these system setups.</p> <p>NOTE: Users who have converted from Windows Vista to Windows 7 have experienced faster calculation times in the AIM Tools.</p>
	MS Windows XP / Vista / 7	MS Office for Windows 2007		
	MS Windows 7	MS Office 2010 for Windows	OS, Software & Tool - Local (C:\Drive)	<p>Testing of the AIM Tools in the newest MS Windows operating system and Office Suite for Windows (2010) has commenced and is ongoing. Issues identified to date have been resolved.</p> <p>Compatibility of the tools in MS Office 2010 for Windows with previous MS operating systems has not been tested. If you are using the AIM Tools in MS Office 2010 for Windows the AIM Measurement Support Team is interested in hearing from you.</p> <p>Similar to the MS Office for Windows 2003 and 2007 environments listed above, the Measurement Support Team can help with issues experienced in MS Office for Windows 2010 environments. As the family of AIM Tools are developed using MS Office for Windows applications (e.g. Excel, Word and Access) all future tools will be developed and tested in MS Office 2003, 2007 and 2010 for Windows environments.</p>
Limited Environments for the AIM Tools	MS Windows XP / Vista	MS Office for Windows 2003	OS & Software – Local (C:\Drive)	<p>Although not optimal the AIM Tools will function in this type of environment. Teams using this setup most often comment on slow processing times and some run into difficulties assigning the necessary MS Office security settings due to a lack of administrative rights on shared folders.</p>
	MS Windows XP / Vista	MS Office for Windows 2007	File - saved on a Network Drive	
	Windows Remote (a.k.a. ASP, Citrix, VBI, Thin Client , etc)	MS Office for Windows 2003/ 2007	OS (local or remote), Software & Tool - Remote	<p>Some organizations provide MS Office applications (e.g. Excel) to the user's desktop by "hosting" it on a server. The AIM Tools can work in this environment but there are two important considerations. Depending on the exact setup, the power of the servers and the number of users you may find the tools run very slowly. You may also have trouble setting the security status (necessary to run the tools). As this varies for every site the AIM Measurement Support Team cannot predict which sites will have adequate performance and which won't. Frequently even the site's technical support cannot reliably tell in advance. Users are strongly urged to test the tools, especially the AIMAnalysis tool, before</p>

			relying on Window's remote.	
Non-Compatible Environments for the AIM Tools	Mac Operating System	MS Excel ONLY 2004 for Mac	OS, Software & Tool - Local (C:\Drive)	<p>Users have reported that the AIM Tools will run reliably on this version. Although full functionality of the tools has not been tested by AIM Measurement Support Team there are no reports of issues specific to this version.</p> <p>As mentioned above, there are limits on the support the AIM Measurement Support Team can provide. The user will need to be self-proficient in the Mac environment.</p> <p>See the end of this document for <i>Suggestions for Excel 2004 Mac Users</i></p>
	Mac Operating System	MS Excel ONLY 2008 for Mac	OS, Software & Tool - Local (C:\Drive)	<p>It is extremely unusual for a software company to remove significant functions from their software when introducing a new version. However, this is exactly what happened with MS Excel 2008 for Macs! MS choose to remove the critical functions (Visual Basic / VB) when moving from 2004 to 2008 versions.</p> <p>The result is that the AIM Tools will not work and cannot be made to work in MS Excel 2008 for Mac.</p>
	Virtual Windows for Mac (requires a Windows OS)	Requires a copy of MS Office for Windows	OS, Software & Tool - Local (C:\Drive)	<p>There are several products that allow a Mac to function as a Windows PC. The most common are Bootcamp, Parallels and VMware Fusion. We are advised by physicians with considerable Mac experience that VMware Fusion is the most reliable and that speed should not be an issue if the Mac in question is relatively new.</p> <p>To use virtual Windows, you need to purchase the virtual product (e.g. Fusion), a copy of the Windows operating system, and a copy of MS Office for Windows.</p> <p>As noted above the AIM Measurement Support Team cannot help with the setup, use and support of the virtual environment.</p>
	Open Office Applications			<p>The free online spreadsheet provided by Google's Open Office environment has significantly less functionality than MS Excel. The result is that the AIM Tools will not work and cannot be made to work in Open Office.</p>

Suggestions for Excel 2004 Mac Users

For your reference the following links outline shortcut key functions for Excel-Mac users.

- <http://www.keyxl.com/aaa6a61/227/Microsoft-Excel-2001-Macintosh-keyboard-shortcuts.htm>
- <sbtportal.wilkes.edu/PDFFiles/ITS/.../excel-quick-reference-2004.pdf>

Two Notable shortcut keys that differ between the Excel environments are:		
AIM Measurement Tool Procedure	Excel-Windows Users	Excel-Mac Users
To calculate the file (whenever you've changed information in a yellow field)	Press F9	⌘ + =
To conduct an alternate start-up for a toolbar function	Alt + F8	OPTN + F8

NOTE: to determine what version of MS Excel for Macs your clinic is using, complete the following steps:

1. Open Excel
 2. Under the Excel menu, select About Excel
 3. In the window that appears, note the edition of MS Office Excel for Macs loaded on the computer you are using
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