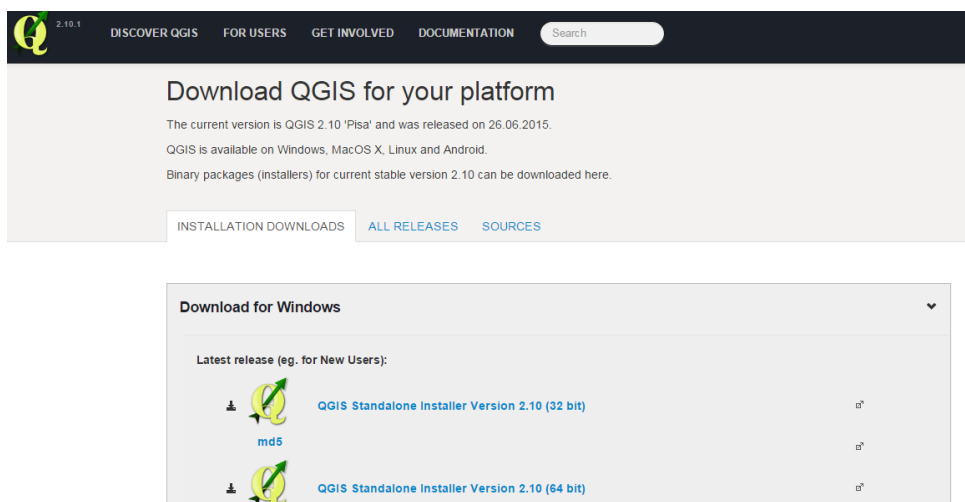


Instructions for....

1. **QGIS software download**
2. **Excel data analysis activation**

Please read and follow **all** of these instructions

1. For PC users, first check if your computer is running 32 or 64 bit versions of Windows. If you are not sure about this, go to: <http://windows.microsoft.com/en-gb/windows/32-bit-and-64-bit-windows#1TC=windows-7>
2. To download the latest version of QGIS (please remove older versions), go to <https://www.qgis.org/en/site/forusers/download.html>. The current version is QGIS 2.12 'Lyon', released in October 2015. You should get a screen like this:

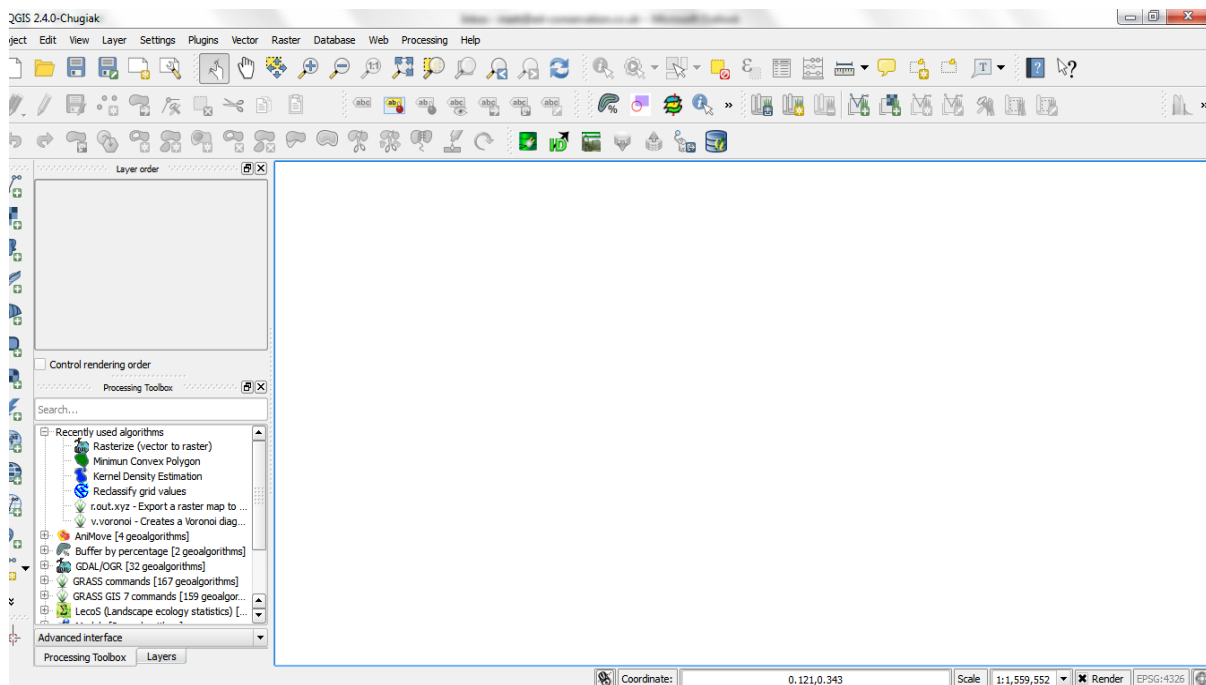


3. Download the appropriate standalone version for either PC or Mac users. This should be straightforward and there are help facilities on the site. However, email me if you have any problems. **Mac users may need to alter their 'gatekeeper' settings to allow download from all sources.**
4. The version you will download is called QGIS 2.12 'Lyon' standalone installer. You will also see a number of other 'programmes' – these will automatically download with the QGIS (e.g. Saga, OSGEO shell, Gdal, Grass, etc). Don't worry about these (and don't delete them!!). These include additional libraries of commands that we will access during the course.
5. When you download the programme, you should also get a **desktop** icon that will allow you to run the programme:



If you don't get this, you can access QGIS by going to where your system saved the programme (usually C:\Program Files\QGIS Lyon\bin) and then clicking on the BAT file: qgis.bat You can then save this address as a 'shortcut' icon on the desktop.

6. **AT THIS STAGE PLEASE RESIST PLAYING WITH THE GIS YOU HAVE DOWNLOADED !!** This is because when the course starts, it is vital that we all begin at the same point i.e. with the same opening screen, settings and plugins. And if you change any of these, you may not be able to get back to the start point. So resist the temptation!! However.....
7.you need to check that the QGIS has been correctly installed and that your system can run it. So either use the icon or BAT file to open QGIS. You should get a screen something like this (it won't look exactly the same):



If you have got to this stage, everything should be fine for the course. **Close the programme.**

8. **If you have any problems, let me know as soon as possible and I will try to sort them out remotely: mark@ert-conservation.co.uk**
9. The course will be run on a laptop that runs Windows. For Mac users, there can be some very minor differences in functions and look, but this is not a major issue.
10. **PLEASE NOTE:** everything should be OK for using QGIS on the course. However, this is a practical computer session *AND* it involves GIS. This can be an 'interesting' combination, particularly on older/slower laptops or Macs. So if a problem occurs on the course, please be prepared to 'buddy up' with someone else. Hopefully this won't be the case, but I just need to raise awareness of the worst case scenario.
11. **Please make sure you bring a power lead** for your laptop/Mac. I will bring electrical sockets and extension leads, so you will be able to be on mains power for the entire day.

IMPORTANT: Activating the *Data Analysis Toolpak* in Excel

We will be doing some data analysis of data derived from our work in QGIS. We will be using *MS Excel* for this task. I will go through this on the day, but in preparation it would help if you can activate Excel's '**Data Analysis Toolpak**'. The method for doing this varies with the version of Excel that you use. For general example see: <https://support.office.com/en-us/article/Load-the-Analysis-ToolPak-6a63e598-cd6d-42e3-9317-6b40ba1a66b4> Don't worry if you don't manage to do this successfully as I will provide help during the training.

Mac users can also activate the Toolpak, but for some Older Excel versions you will have to download something called *Stats Plus* (this is free):

<https://www.analystsoft.com/en/products/statplasmacle/download.phtml> A useful video on how to download and use Stats Plus can be found here: <https://www.youtube.com/watch?v=uBHo7EVIGW0>