**Please disregard the Please\_Disregard\_App folder in the main folder, but please don’t delete it neither, it is placed here to support the tool.**

**Estimated time to be able to run the self-served tool:**

* *First time Installation: 4 minutes*
* *Every time after the first installation: 15 seconds*

**Prerequisites:**

1. To run the app you need to be connected to the VPN.
2. Installing Python\* in your laptop:
3. Installing Central Analytics Toolbox from GitLab\* using Git:

*\* TODO Without Python installed in your laptop and access to GitLab, and Git installed you will not be able to run the App.*

**Running the Tool**

**Double click on the “DDB\_Monthly\_Plan\_tool.bat” file to run the tool.**

*The first time you run this file it will take about 4 minutes for the App to be launched in the browser. Time to go for a coffee/tea maybe? :) Please do not touch anything on the pop-up screen until you see the App launching automatically in the browser. You’re now all set to start using the tool.*

**Reminder:** To run the app you need to be connected to the VPN.