Instructions for Opening Minitab Worksheets on Stern Apps

Please try the following steps. If you have any problems at any step please try to describe the problem in as much detail as possible and I'll try to resolve it.

1. The first thing that you need to do is to save the file to your computer. You won't be able to open the file on your computer because you don't have Minitab installed, but that's OK. One way to do this is to right click on the file and select 'Save linked file...' (or something similar to this). Save this file to your Desktop and if you're given the option to Append *.txt to the file say yes (I think this only happens if you're working on a Mac).

2. Next, go to Minitab on apps@stern.

3. When you're using apps@stern you're running off of Citrix, so you're not really running the program on your computer. This means if you click on the 'Desktop' link on the left hand side, you won't really be looking at *your* desktop. To access your file, first go to file-> open worksheet and then in the pop-up screen click on the 'Computer' link on the left hand side. Then look for 'Local Disk (C: ...)' and double click on that. A new window will probably pop-up asking you to grant access to the system. Grant the system 'Read and Write' access.

4. Next you should see a series of folders. If you see 'Desktop' listed amongst them, click on that and this should bring you to where your file is stored.   I tried this out on a Mac and that seems to work. On my computer, 'Desktop' isn't listed immediately so I have to go to 'Documents and Settings' ->'cflynn'->'Desktop', so you may need to play around with it a bit. You should also double check that the correct file type is selected.

5. Once you've found the file, double click and hopefully the file will open in your session window. If you get an error message, then try the following. Locate the file again. Single click on the file (not double click) and at the bottom right hand corner select 'Merge', then click 'Open'.

Additional Instructions for Mac Users:
If you are using Mac, you may not be able to copy and paste Minitab output or graphs into a file open or your computer. There are two possible ways around this problem:
1. Open a word document within Stern Apps and copy and paste all output to that file.
2. Take a screen shot and copy and paste the results into a file on your computer.