Installing the Analysis ToolPak and Solver in Microsoft Excel.

The Analysis ToolPak and Solver are add-ins for Microsoft Excel that aren’t installed when you first open Excel. However, they’re included in all copies of Excel (Solver in Excel 2010 and later), and all you have to do is let Excel know that you want to use them.

To do that, open your copy of Excel and open any workbook (even a blank one will do). Click on “File” at the far top-left of your screen, and on the new screen that appears, click on “Options” at the far bottom-left. The following pop-up will appear:

 

The next step is to click on “Add-ins”, which I’ve circled in red. Clicking that changes the pop-up to the following:

 

As you can see, Analysis ToolPak and Solver Add-in are available, but listed as “Inactive”. To activate them, make sure the “Manage” drop-down at the bottom of the screen is set to “Excel Add-ins”, then click “Go”.

 

In the pop-up that appears, check the boxes next to “Analysis ToolPak” (you can also add “Analysis ToolPak – VBA” if you’re interested in Excel programming) and “Solver Add-in”. Click “OK”.

Now click on the “Data” tab of your workbook. At the far-right of the ribbon, there will be a new section called “Analyze” which will include the shortcuts for Analysis ToolPak (“Data Analysis”) and Solver.

 