

# Mandatory Update for the Oracle ADFdi Excel Add-in

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Desktop Readiness

June 06, 2024

# Introduction

In Oracle Fusion Cloud Update 24C, the Oracle ADF Desktop Integration (ADFdi) Excel Add-in installer will check for and require version 4.8.1 of the Microsoft .NET Framework Runtime as a prerequisite.

➤ ***Who is affected?***

Oracle Fusion Cloud customers who use the ADFdi Excel Add-in are affected.

➤ ***What is the Change?***

Starting in Oracle Fusion Cloud Update 24C, the ADFdi desktop Add-in installer will increase the minimum required version of the Microsoft .NET Framework from 4.5.2 to 4.8.1. By requiring .NET 4.8.1, the add-in can take advantage of .NET features introduced since 4.5.2.

➤ ***What is your immediate action?***

**If you don't have version 4.8.1 of Microsoft .NET Framework currently installed, you need to evaluate and install this version as soon as possible.**

➤ ***What is the timeline?***

Oracle Fusion Cloud Update 24C will be released August 16, 2024.

**You must complete your Desktop Readiness prior to August 9, 2024.**

# Objectives

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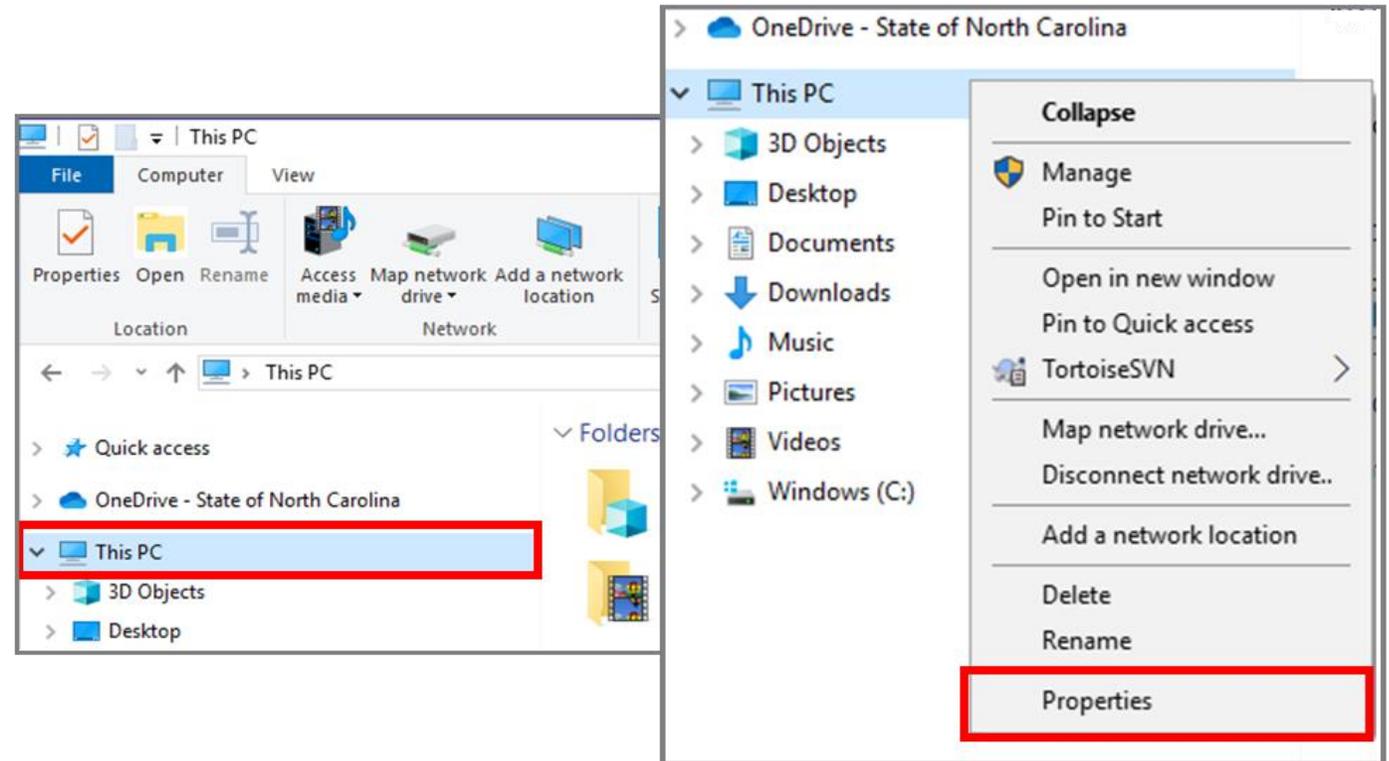
- Review desktop readiness requirements.
- Provide action Items for desktop support personnel.
- Provide contacts to answer questions.

# Desktop Readiness Checklist

#	Desktop Requirement	For anyone needing to upgrade to 24C
1	Windows 10, version 21H2 or 22H2 Windows 11, version 21H2 or 22H2 or 23H2	X
2	Microsoft Office 2013 or higher	X
3	One of the supported browsers, Chrome, Firefox, Edge, or Safari (no IE)	X
4	Browser setting for Pop-ups, downloads, cache, update automatically and bookmark NCFS login page. <i>(Should already be set for all NCFS users during R3 desktop readiness process)</i>	X
5	Minimum, version 4.8.1 of Microsoft .NET Framework	X
6	Version 5.2.2.27711 of Oracle ADFdi Add-in for Excel plugin is installed	X
7	Version 5.2.2.27711 of Oracle ADFdi Add-in for Excel plugin is enabled in your Excel for NCFS	X
8	Confirm Version 5.2.2.27711 of Oracle ADFdi Add-in in your Excel for NCFS	X

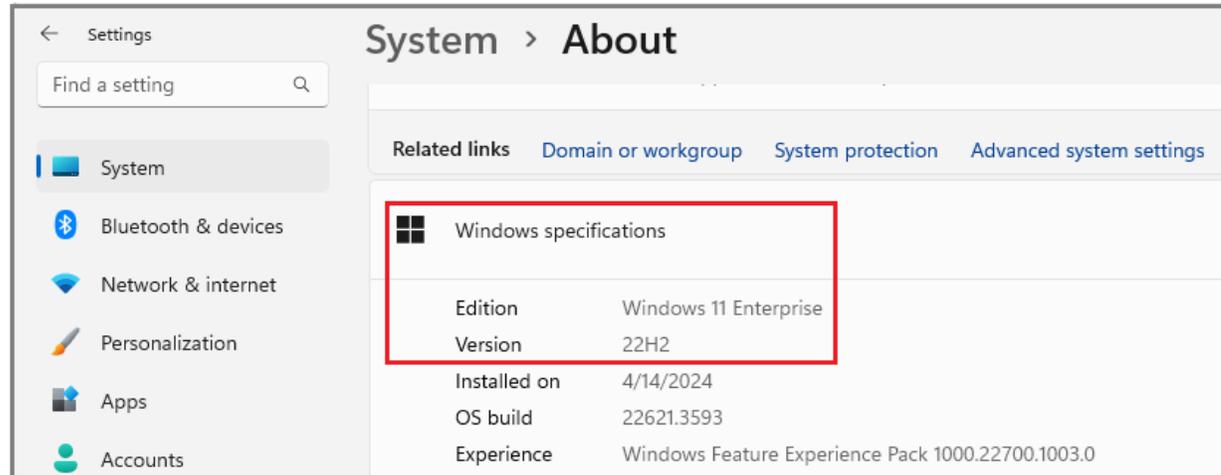
# #1 – Workstation Windows 10, version 21H2 or 22H2, or Windows 11, version 21H2 or 22H2 or 23H2...

1. Start Windows Explorer.
2. In the left navigation pane, Select **This PC** and right click on it.
3. Click **Properties** on the **This PC** pop-up menu.



# #1 – Workstation Windows 10, version 21H2 or 22H2, or Windows 11, version 21H2 or 22H2 or 23H

4. You will see information about the Windows version you are using. You should be using Windows 10 (version 21H2 or 22H2), or Windows 11 (version 21H2, 22H2 or 23H2).



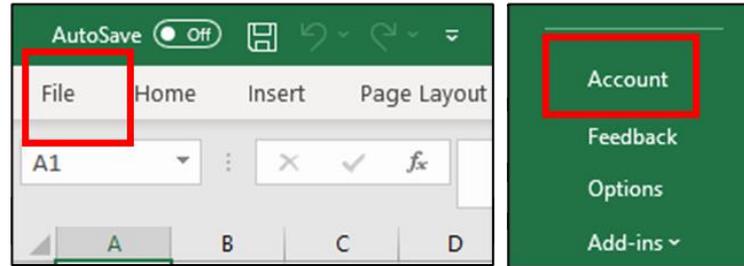
5. Workstation microphone and speaker are not needed for using NCFS application. However, it is recommended for online meeting with FBR team to troubleshoot issues.
6. A broadband internet connection is recommended for using NCFS application. **Using hot spot or Mi-fi connection may not be optimal.**

## #2 – Running Office 2013 or Higher

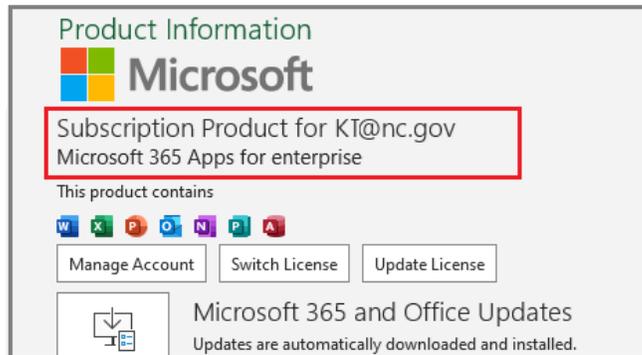
1. Open a new Excel sheet,

2. Click on **File**.

3. Click on **Account**.



4. The product information screen will show the version of Microsoft Office you are using.  
(*Example: This workstation is using Microsoft Office 365 – cloud subscription.  
This is a higher version than Office 2013.*)



## #3 – Running Supported Browsers

- ❑ By looking at the icon of your browser, you can find out which browser you are using.  
Microsoft Internet Explorer is **NOT** supported.  
Microsoft has two versions of Edge browser. Both are called Edge. Old Edge icon looks like Internet Explorer.  
New Edge icon is different, it is based on Chromium. Avoid using the old Microsoft Edge.
- ❑ Install and use one of the supported browsers.



Microsoft Edge (NEW)



Google Chrome



Mozilla Firefox



Apple Safari



## #4 – Browser Settings for Pop-Ups, Downloads, Cache and Auto-Update

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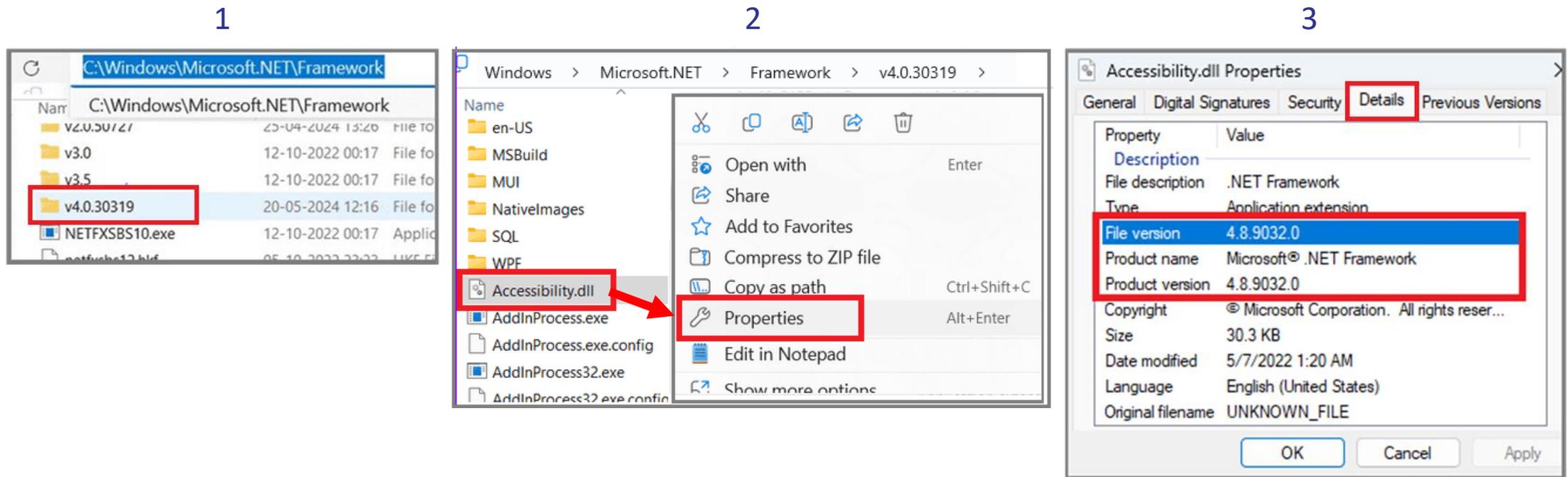
**Important Note: The items listed on this page are for informational purposes only. If you are a current NCFs System user, all browser settings are already in place and no action is required on your part.**

- Enable Pop-ups in your browser for the following Oracle websites:  
<https://oraclecloud.com> and <https://oracle.com>.
- Set Downloads to store files in your “Downloads” folder.  
(In Safari, the Downloads are automatically stored in your “Downloads” folder. No action is required).
- Set the browser Disk Cache size to 1024MB.  
(As per Oracle, you do not have to set the Disk Cache size for Safari browser).
- The Browser update mode for Chrome, Firefox, and Edge is controlled by your Desktop team.  
There is no action required on your part.  
The Browser update mode for Safari should already be set to *automatic* by default.
- Bookmark the NCFs login page.

# #5 – Minimum version 4.8.1 of Microsoft .NET Framework

On Windows 10 or 11, check the version of your Microsoft .NET Framework:

1. Open File Explorer, copy-paste the path **C:\Windows\Microsoft.NET\Framework** into the address bar.
2. Open the folder starting with the initial **v4.0**, then right-click any **.dll** file to access its **Properties**.
3. Select the **Details** tab, locate the **Product Version** to identify the .NET Framework version installed on your PC.

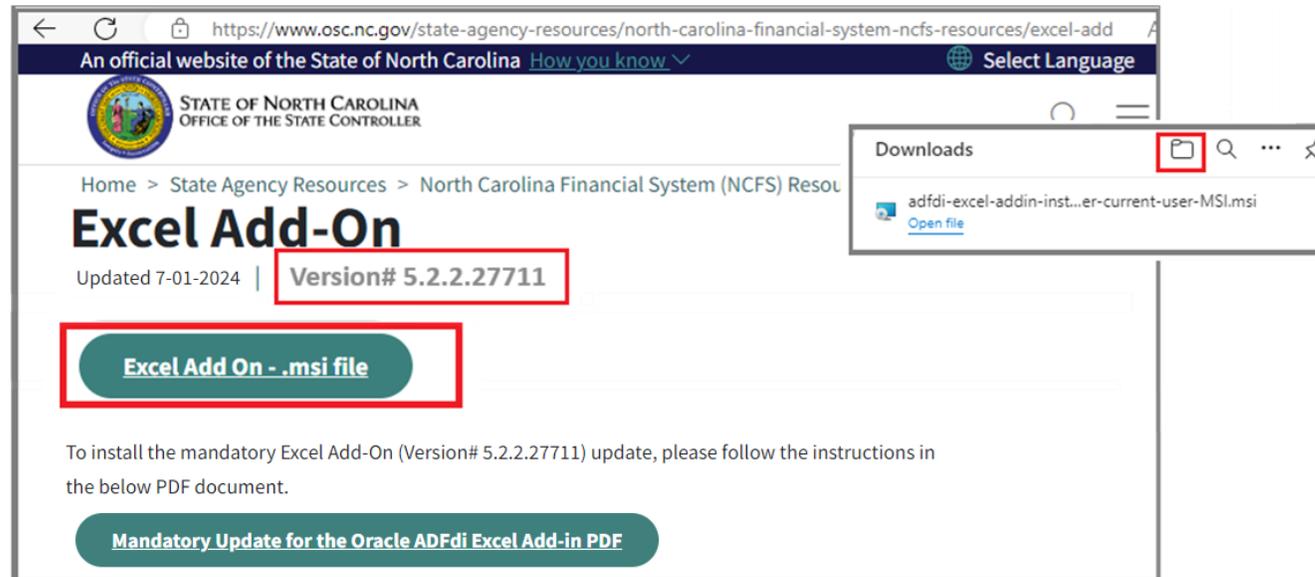


## #6 – Install Oracle ADFdi Add-In for Excel Plugin Version 5.2.2.27711 ...

Please note that **NOT everyone needs the Excel plug-in**. If your role requires you to upload transactions in NCFS using Excel, then you need the ADFdi Add-In for Excel plug-in.

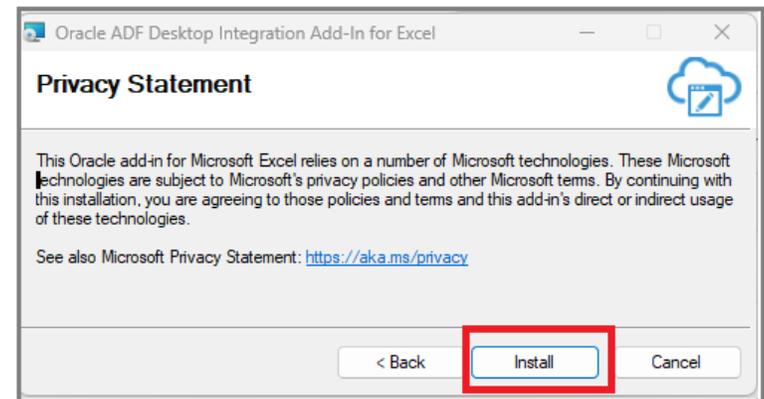
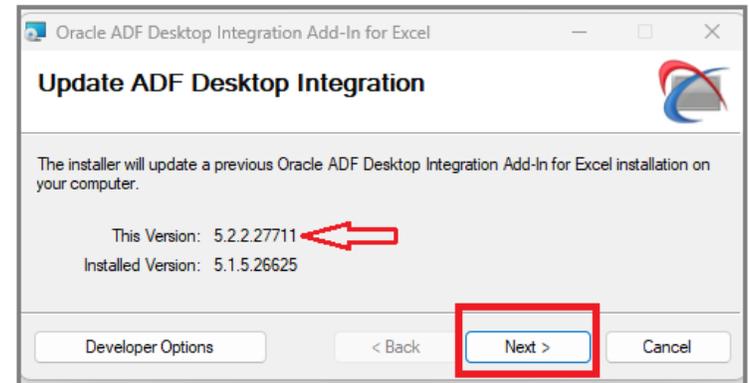
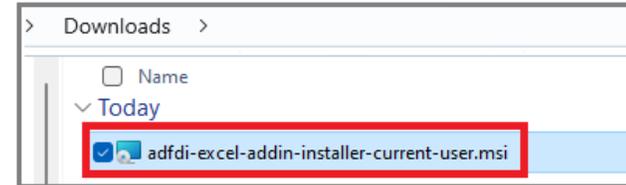
To install the plug-in:

1. Go to OSC NCFS website:  
<https://www.osc.nc.gov/state-agency-resources/north-carolina-financial-system-ncfs-resources/excel-add>
2. Click the **Excel Add On - .msi** file link after verifying the Version# is 5.2.2.27711.  
This link downloads the `adfdi-excel-addin-installer-current-user.msi` file to your **Downloads** folder.



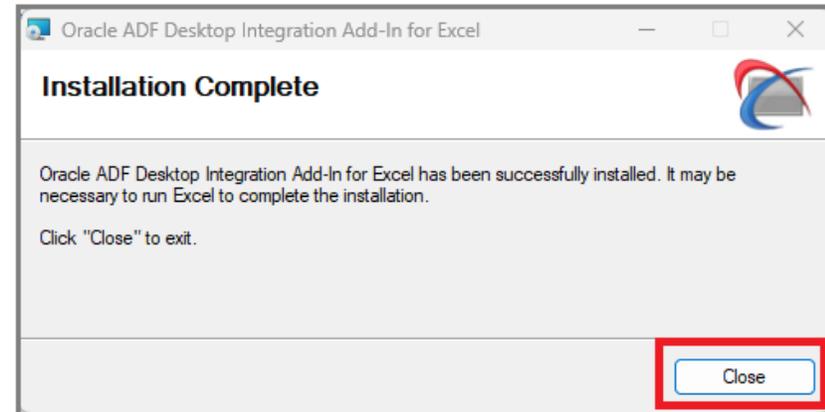
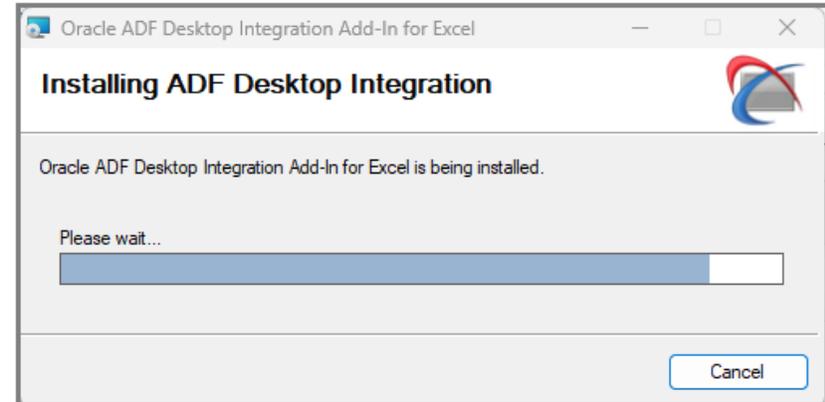
## #6 – Install Oracle ADFdi Add-In for Excel Plugin Version 5.2.2.27711 ...

3. Close all Microsoft Excel instances before installing the new plug-in. Go to your **Downloads** folder and double-click the downloaded `adfdi-excel-addin-installer-current-user.msi` file. Double-clicking the `.msi` file starts the installer.
4. In the Oracle ADF Desktop Integration Add-in for Excel installer window, confirm the version is 5.2.2.27711, then Click **Next**.
5. Click **Install** in the ADF Desktop Integration Add-in for Excel installer - **Privacy Statement** window.



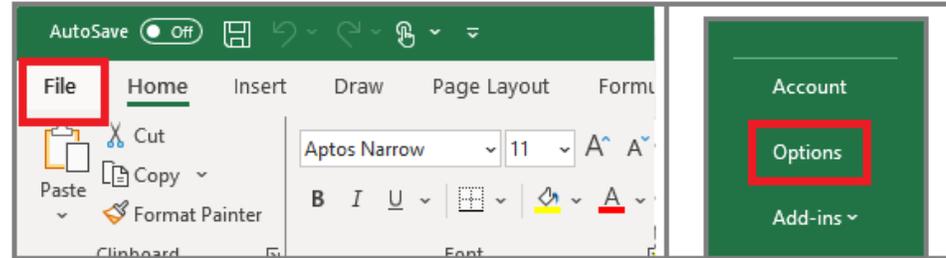
# #6 – Install Oracle ADFdi Add-In for Excel Plugin Version 5.2.2.27711

6. You will see the progress bar as the Oracle ADF Desktop Integration Add-In for Excel installs on your machine.
7. Once the installation process is completed, you will see the **Installation Complete** message.
8. Click **Close**.



# #7 – Check that Oracle ADFdi Add-in is Enabled in your Excel for NCFS...

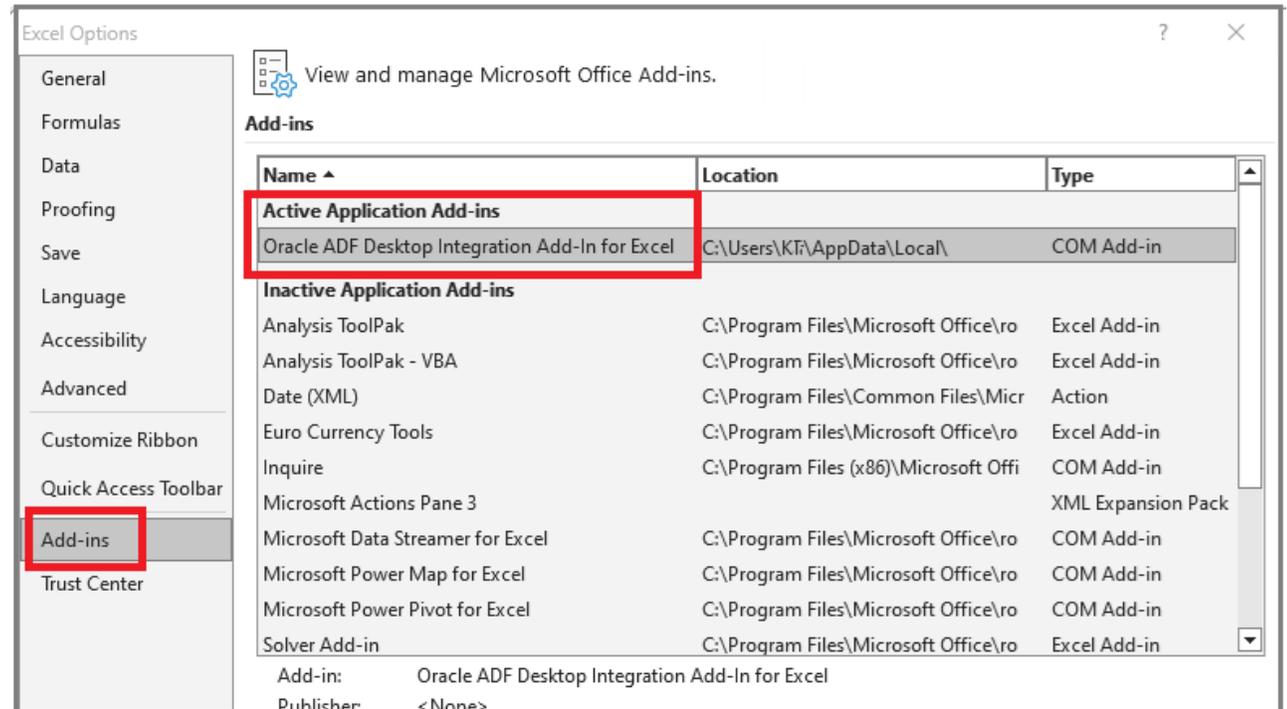
1. Open an empty Excel file.  
Select **File** on the main menu, then at the bottom part of the left navigation panel, Click **Options**.



2. In the **Excel Options** window, Select **Add-ins** in the left panel.

If you see the **Oracle ADF Desktop Integration Add-in for Excel** listed in the **Active Application Add-ins** section, this means the Add-in is installed and enabled in your Excel.

You should be able to use Excel as a template for your data upload to NCFS.

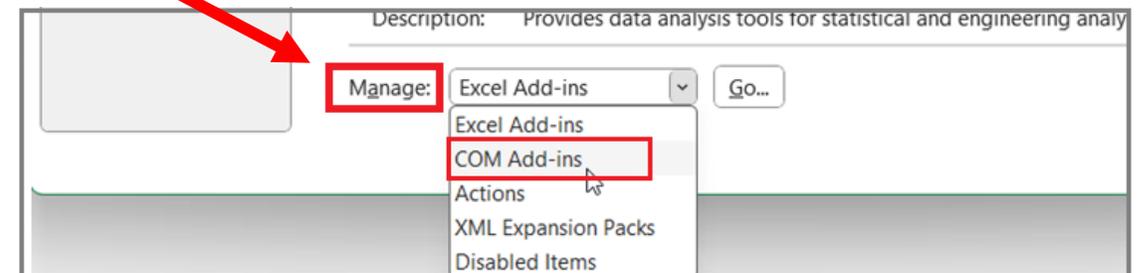
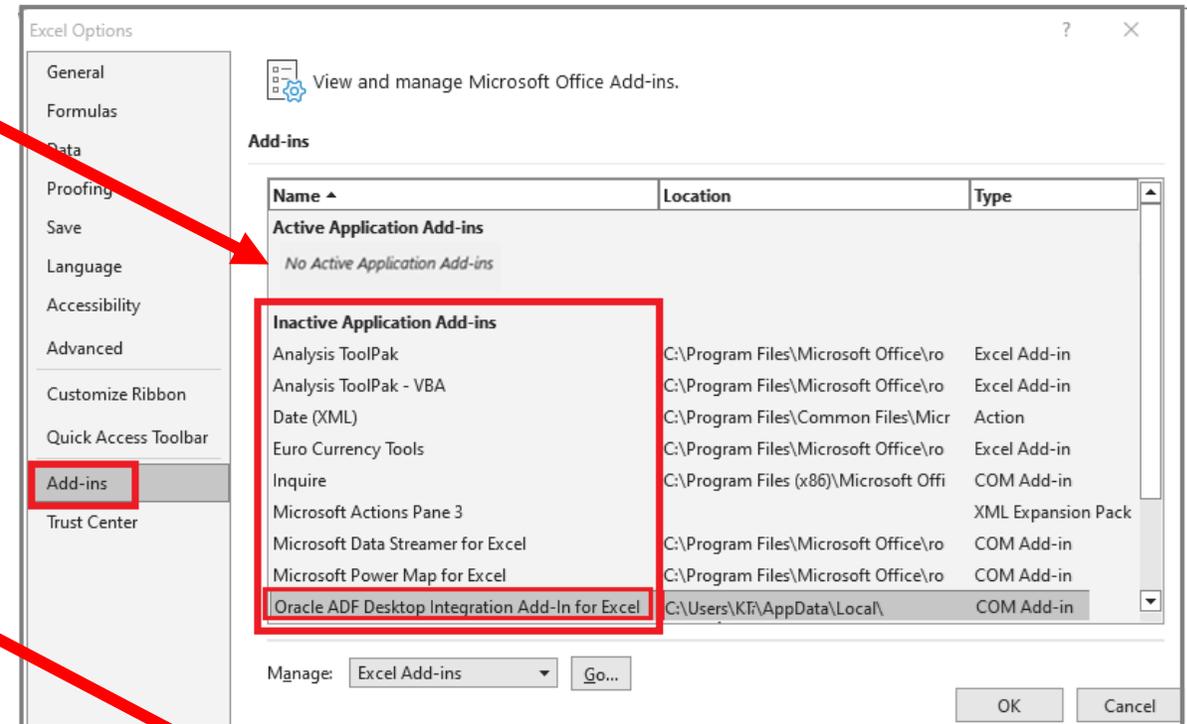


# #7 – Check that Oracle ADFdi Add-in is Enabled in your Excel for NCFS...

If you DO NOT see the **Oracle ADF Desktop Integration Add-in for Excel** listed in the **Active Application Add-ins** section, but you can see it in the lower section of **Inactive Application Add-ins** section as shown here, this means the Add-in is installed but not enabled in your Excel.

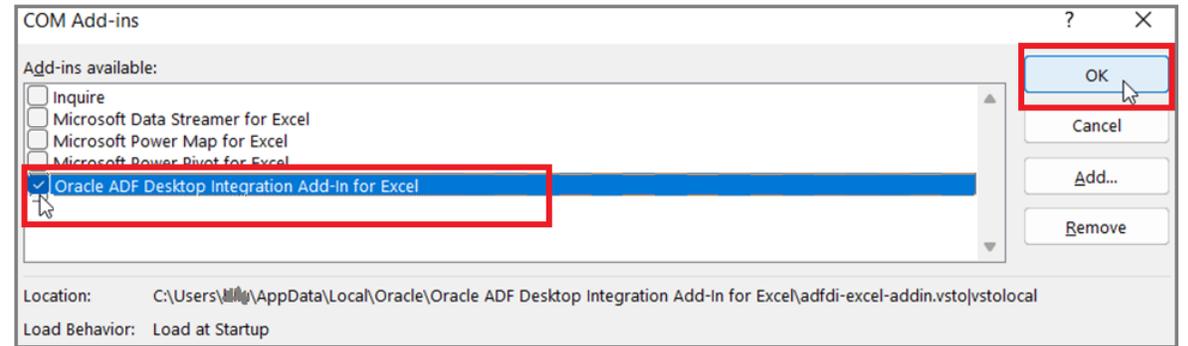
To enable the Add-in in your Excel:

1. Select **COM Add-ins** from the **Manage** drop-down list.
2. Click **Go...**



# #7 – Check that Oracle ADFdi Add-in is Enabled in your Excel for NCFS

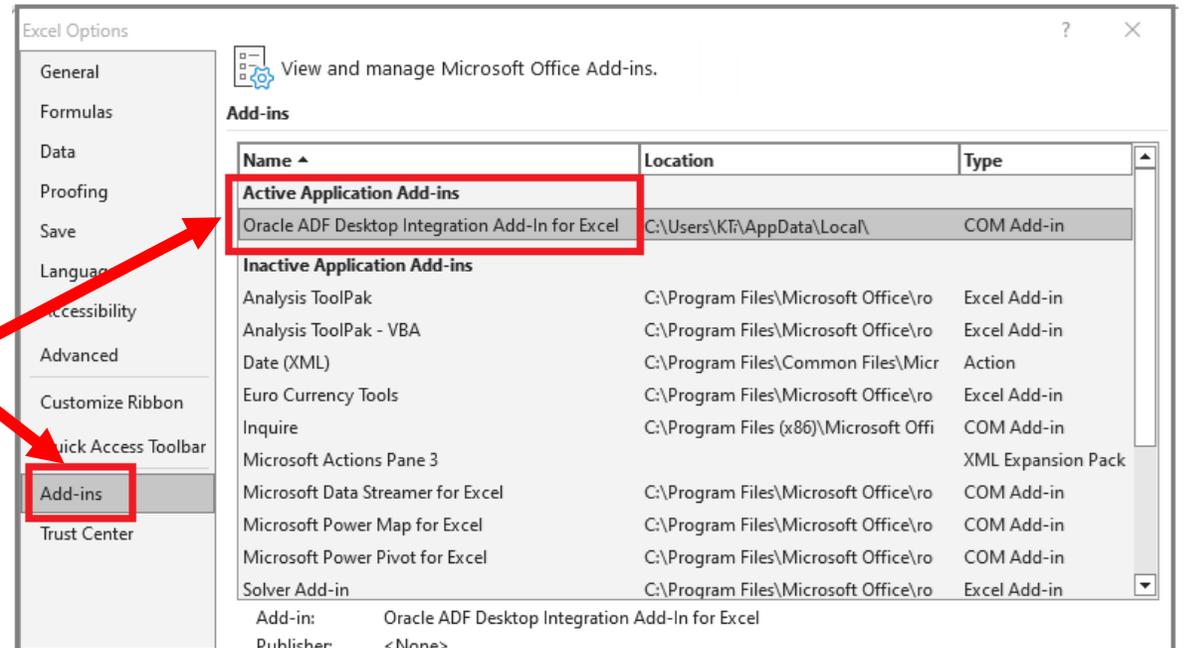
3. In the **COM Add-ins** window, Make sure the checkbox for **Oracle ADF Desktop Integration Add-in for Excel** is checked, Then click the **OK** button to enable it.



The **COM Add-ins** window will close and return you to the Excel main page.

4. In the Excel main page, Select **File** on the main menu, Click **Options** at bottom left of the navigation panel.

Click the option **Add-ins** in the left panel. The **Oracle ADF Desktop Integration Add-in for Excel** should be displayed in the **Active Application Add-ins** section.

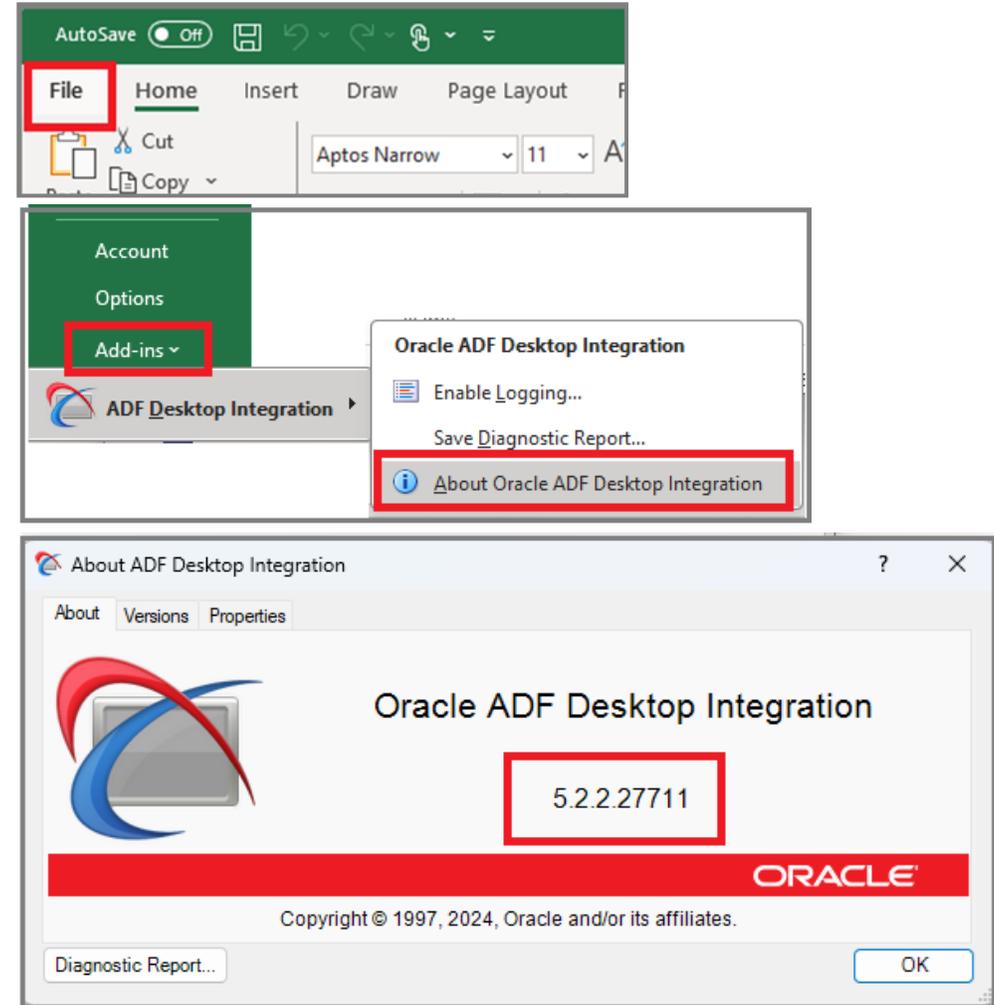


This means the Excel Add-in is enabled in your Excel.

## #8 – Check the Version of the Installed Oracle ADFdi Add-in

Check that you have installed the **Oracle ADFdi Add-In for Excel Plugin Version 5.2.2.27711**.

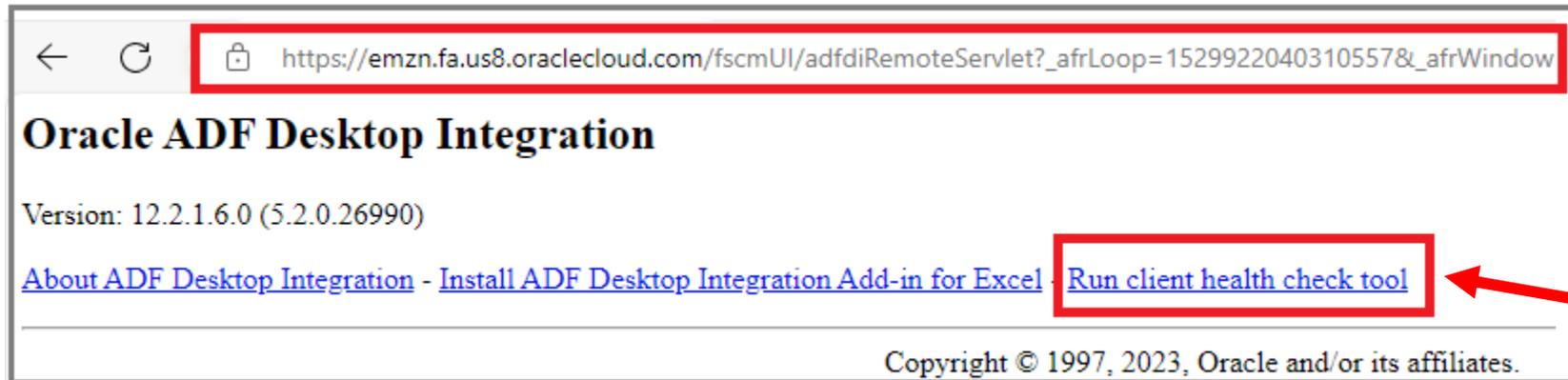
1. Open a new Excel file window.
2. Select **File** on the main menu.
3. At the bottom part on the left navigation panel, Click the down-arrow beside **Add-ins**.  
The **ADF Desktop Integration** menu will pop-up.
4. Select **About Oracle ADF Desktop Integration** from the pop-up menu.
5. The **About Oracle ADF Desktop Integration** window displays the installed version of the plug-in.  
Confirm your version is 5.2.2.27711.



# Conduct a Health Check for Oracle ADFdi Add-in on Your Laptop...

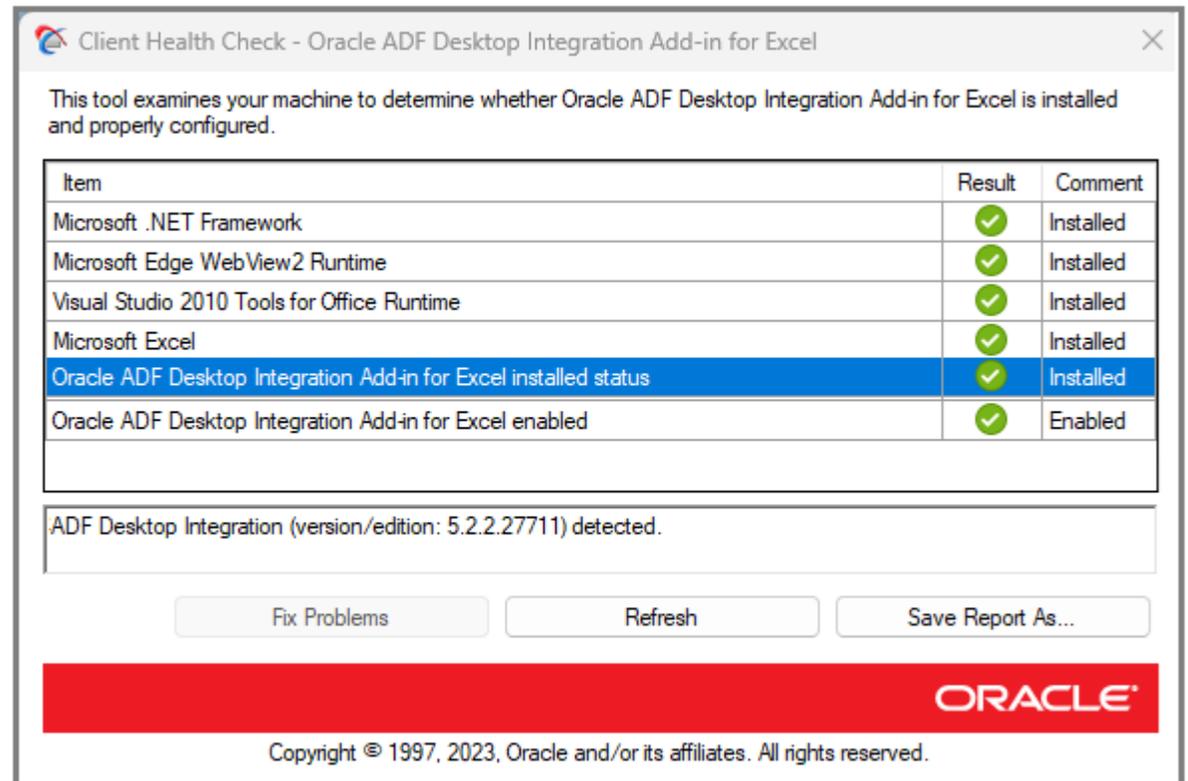
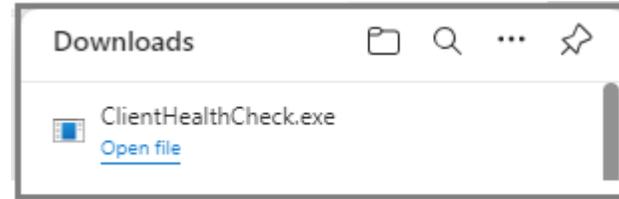
After you have installed the **Oracle ADFdi Add-In for Excel Plugin Version 5.2.2.27711** on your laptop, you can perform a health check for it on your laptop.

1. Use the following URL to get on the Oracle ADF Desktop Integration site for NCFS:  
<https://emzn.fa.us8.oraclecloud.com/fscmUI/adfdiRemoteServlet>
2. This may prompt you for your user login to NCFS.  
Use your NCID SSO login to NCFS.  
The Oracle ADF Desktop Integration page will be displayed.
3. Click the link **Run client health check tool** as shown below.



# Conduct a Health Check for Oracle ADFdi Add-in on Your Laptop

4. The **ClientHealthCheck.exe** file will download to your local directory.
5. Double-click the executable file **ClientHealthCheck.exe** to run the health check. The health check results will be displayed in a new **Client Health Check** window as shown here.
6. In the **Client Health Check**, you will see details about your install. Click any of the items to display the name and version information.



If you have any questions, please contact the NCFs Support team:

**Email:** [ncfs@ncosc.gov](mailto:ncfs@ncosc.gov)

**Phone:** 919-707-0795 or 866-292-4314

**Hours:** Mon-Fri 8:00am – 5:00pm

