Capital IQ Excel Plugin:

- 1. Download the S&P Capital IQ Excel plug-in. If you already have the S&P Capital IQ Excel Plug-In (you will see a tab in Excel)- skip to step 2
 - Go to Capital IQ and log in
 - Confirm Capital IQ start page:
 - My Capital IQ \rightarrow Settings \rightarrow Favorites / Start Page \rightarrow
 - Set Capital IQ Start Page :My Capital IQ
 - Select Downloads from the My Capital IQ menu on the upper-left side, under My Profile
 - Click Download Office Plug-In (New Installer)
 - Follow the instructions in the installation wizard.
- 2. Go to Capital IQ Settings in Excel and CLEAR OUT any information saved in Username and Password under SPG Login. Then click "Apply", followed by "OK"
- 3. Go back into Capital IQ Settings > Enable the "Is SAML User" Check Box, under SAML Login

Account	Login	
Login Expense Codes Reset Defaults Formulas Data Filing Currency Estimates	SPG Login Enter your S&P Capital IQ authentication credent Username: Password:	ials.
Templates Advanced Cache	Totopy deriver	Sword?
Pop-ups Proxy Settings	SAML Login	
Quick Pitch		Logout
Quick Pitch General Names Configurations		

4. Press Ctrl+Shift+Alt+F12 keys at the same time to open the following dialog box (on a laptop keyboard, you may need to press Ctrl+Shift+Alt+fn+F12 at the same time)

Edit URLs		×	
URL Root	plugin.capitaliq.com		
XML Root	plugin.capitaliq.com		
SAML URL			
	Close		

• Copy the following url text shown below and paste into the SAML URL setting in Excel:

https://secure.signin.spglobal.com/sso/saml2/0oa1ms48i5mgguhHu1d8/app/spglobaliam_sp_3/exk1mw4syfjR5fMGh1d8/sso/saml

5. Click on Close and then Apply the settings and restart EXCEL completely to enable SSO