kontainer.

Office Plugin Manual

Premium and Enterprise Feature

Install our Office plugin to add a Kontainer button in Word, Excel, and PowerPoint. Your images will be one click away.

NOTE: Office plugins are supported by Windows but not Mac OS.

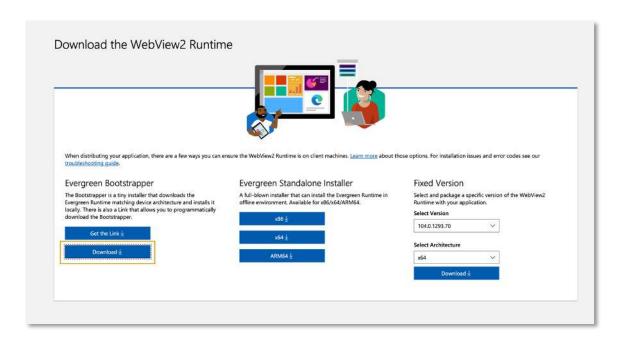
Follow the step-by-step guide below to install or watch <u>the video</u> <u>here</u>.

Step 1

Download Microsoft Webview Runtime

Our Office plugin runs on Microsoft Webview Runtime, so first, download and install that from here,

https://developer.microsoft.com/en-us/microsoftedge/webview2/#download-section





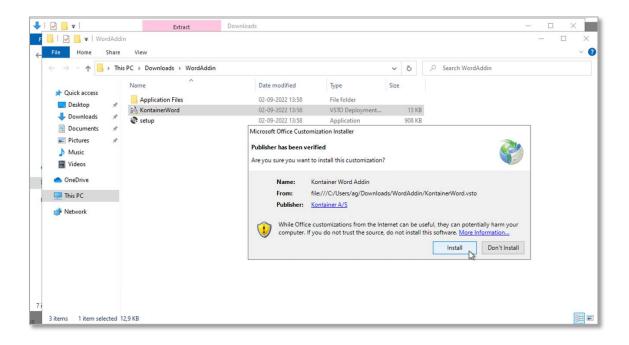
Step 2

Download Your Plugins

Now download the plugins that you want to use:

- Word plugin, https://helpdesk.kontainer.com/wp-content/uploads/2020/12/WordAddin.zip
- Excel plugin, https://helpdesk.kontainer.com/wp-content/uploads/2020/12/ExcelAddin.zip
- PowerPoint plugin, https://helpdesk.kontainer.com/wp-content/uploads/2020/12/PowerPointAddin.zip

Unpack and open the zipped file. Then, click on the installer file (VSTO Deployment Manifest).



Repeat

Repeat this step for each Office program you want to use.



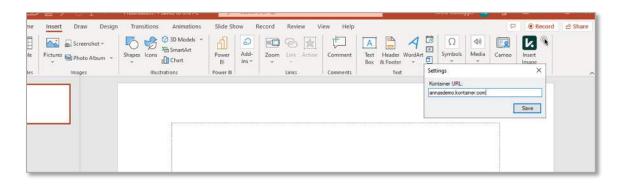
Step 3

Connect to Your Kontainer

Now, open the plugin you want to use and go to the **Insert** tab. Here you will find a Kontainer button has been added.

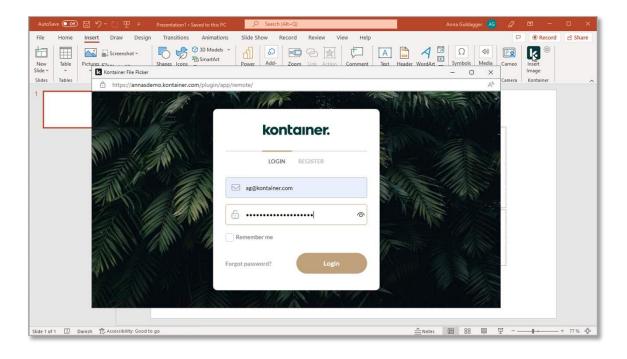
Click first on the little settings icon to add your Kontainer URL.

Example: annasdemo.kontainer.com (excl. https://)



Then, click on **Insert Image**, and you will be taken to a log-in screen. Add your login details.

Tick the Remember me box if you want to stay logged in.

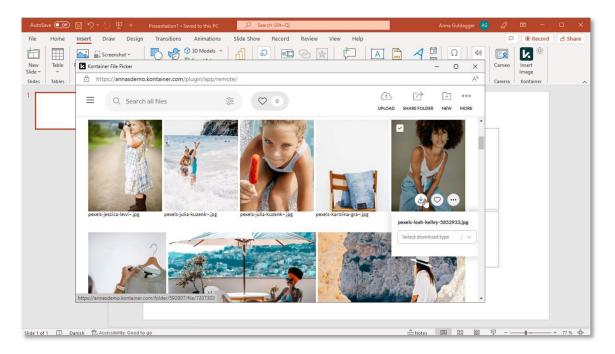




Step 4

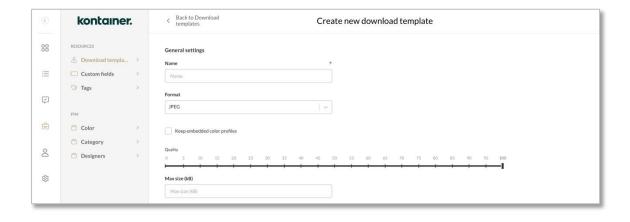
Insert Images

You can now insert/download images, videos and more straight from your Kontainer into your documents.



Download Templates

Remember you can create Download templates in Kontainer. These ensure that image size and formats match your style guide.



That's It! Let us know how you get on.

