Quickly Update Excel Refreshable Domain URLs with the Connection String Manager

NOTE: No action is needed for the Excel Add-in files. This change only applies to <u>AOD</u> or <u>Ad hoc Web</u> Excel Refreshable files.
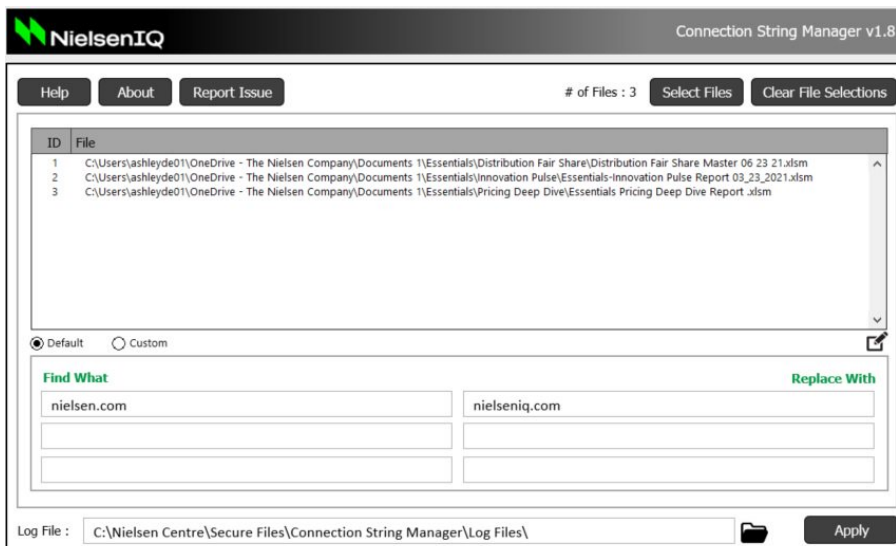
Excel Refreshable files created or last downloaded prior to April 2021 need to be updated from the Nielsen.com to NielsenIQ.com domain. Excel Refreshable files using the old *.nielsen.com domain will fail to return data after December 31, 2021.

If you have not already adjusted your Excel Refreshable files, you have two options to change the URL in your Excel report.

1. Automated update tool

Excel must allow Macros to run for this option to work. Scroll to the manual process if your Excel settings do not allow Macros to run.

1. **Open [this PDF](#) for more visual instructions** or continue here this step-by-step process
2. Download the **[Connection String Manager Utility](#)** to automatically update one or more reports (**[click here to download the utility as a zip file](#)**).
3. **Backup** your files
4. **Open and run the Connection String Manager workbook in Excel**
5. Select the **Excel Refreshable files** to be modified
6. Click the **Apply button** to start the find and replace process
7. Review the **process completed message** after all files have been updated

At this point the files should refresh going forward.

2. Manually change each report

Use this method if your Excel settings do not allow Macros to run (i.e., Excel Trust Center settings for Macros is disabled).

If your report contains complex items like visualizations, pivot tables, etc., you will need to manually change metadata i.e. Report Data, ReportMeta, Edit Query (edit web address) for each query in the file.

Re-download (re-export) _each_ report contained in the Excel file

1. **Log into your NielsenIQ web tool** i.e., Answers On Demand [AOD], Ad Hoc Web, AOD Loyalty
2. **Run your report** in the web environment
3. Once the report is finished running, **download the report as an Excel Refreshable file**
4. **Manually** change the connection strings

If you experience problems with either of the above options, please contact your [NielsenIQ representative](#).

Additional Background:

- Each Excel Refreshable file contains metadata connection strings that NielsenIQ tools access to refresh data within Excel
- These metadata links need to be updated to the proper *.nielseniq.com domain URL, otherwise the data will not refresh starting in January 2022.
- The modification steps outlined in this job aid can be done either before or after 2022 but will need to be done before the data refreshes starting January 1, 2022.
- Excel Refreshable files created or downloaded after April 2021 likely are already using the proper *.nielseniq.com domain and should run successfully after January 2022 without any modification. If you try to refresh a file after January 1, 2022, and it fails, please follow the steps above.
- The Connection String Manager workbook contains macros similar to many of the Excel workbooks/reports used today. Please be aware in the event your company places restrictions on using macros. You may need to coordinate with your IT department.