Commons errors with Mass Upload Templates
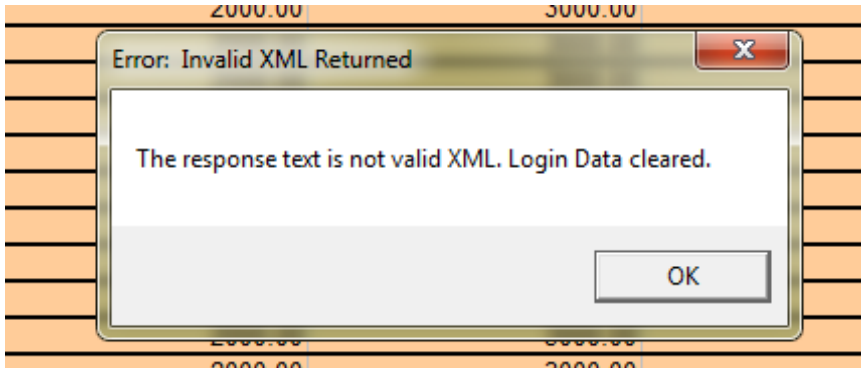
XML errors:

1) When you submit a budget/forecast, if you see this window only, then you have either:
   a) Mistyped your login/password OR
   b) You have more than one mass upload template file open.

2) When you submit a budget/forecast, if you see these **two** windows open, one after another, this means that your PeopleSoft account might be locked. Send an email to askit@yorku.ca to report the issue.
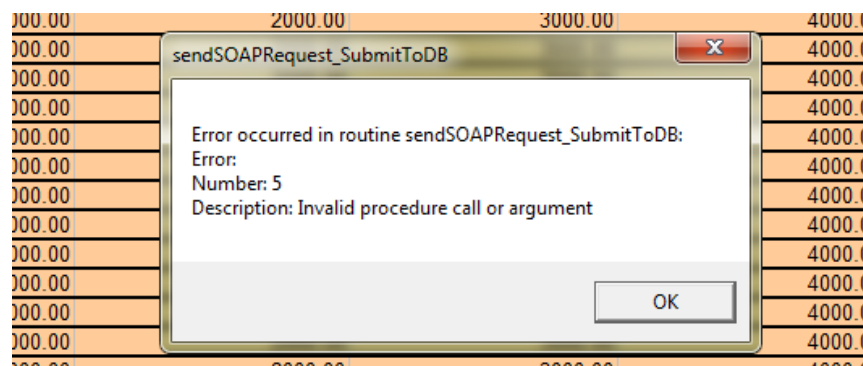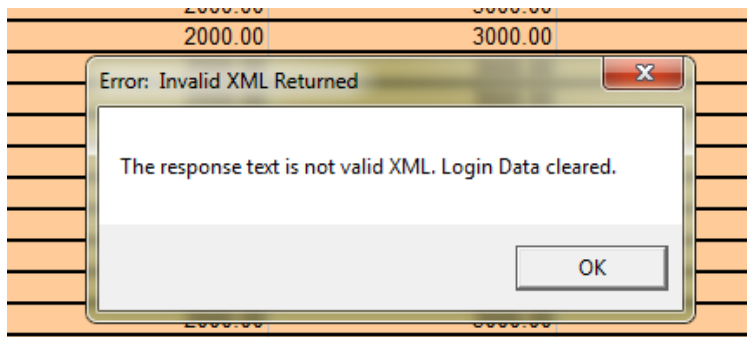
Run-time error/Missing Add-Ins tab:
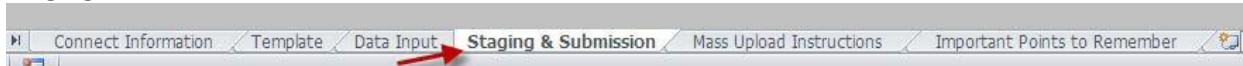
Run-time error 5

If you get a 'run-time error 5' when opening the mass upload template, the 'Add-Ins' tab is probably missing from the toolbar on the Data Input and Staging worksheets:
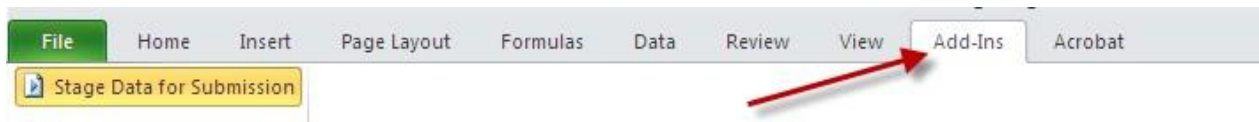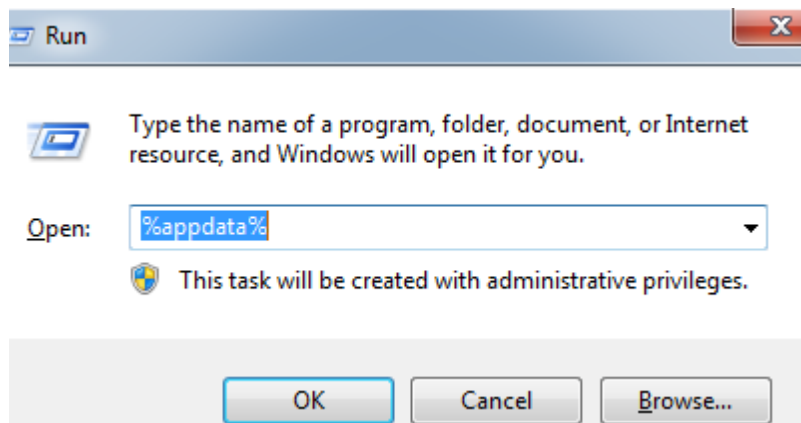

Data Input worksheet:

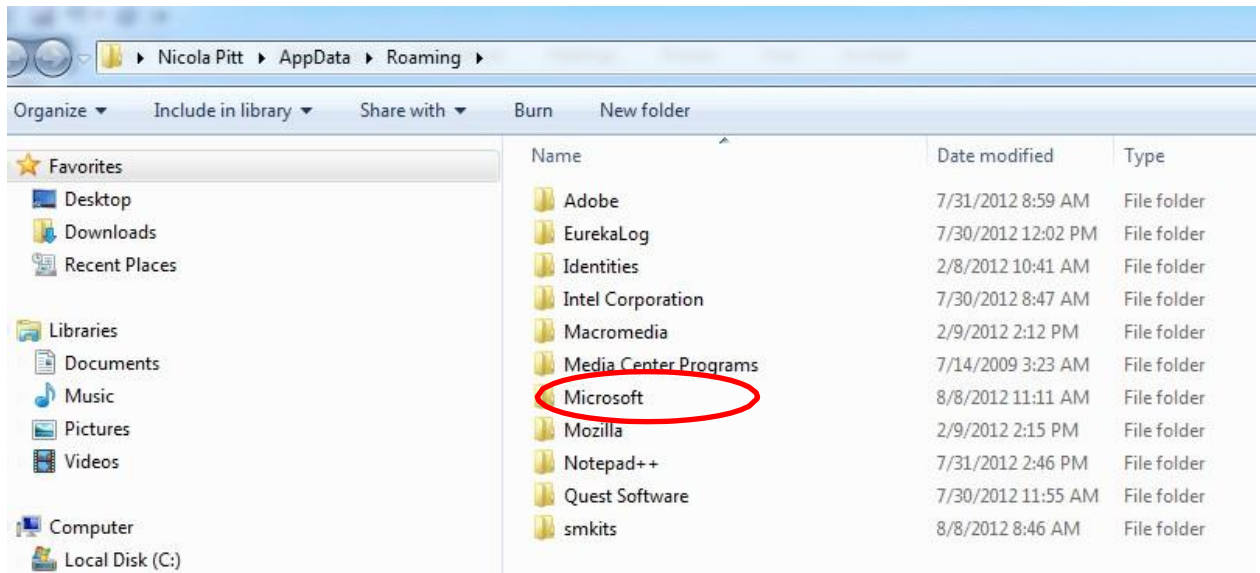**Staging and Submission worksheet:**

Problem: the toolbars/bookmarks file **Excel14.xlb** is corrupted, and needs to be deleted as follows:

1. **Close Excel**

2. **Hit Windows Key + r on the keyboard, and enter %appdata% in the 'Run' dialog box:**
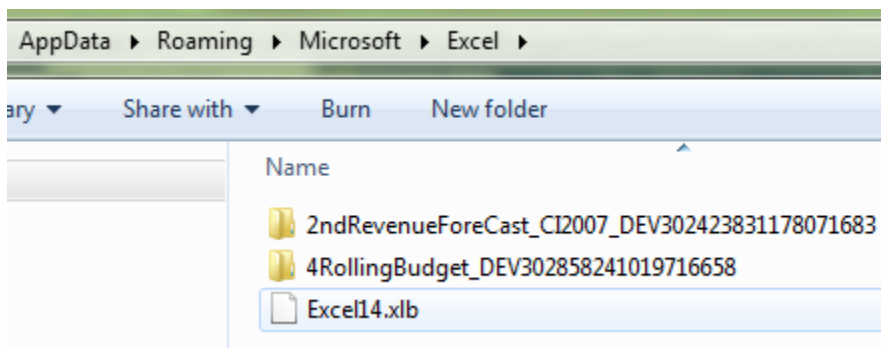

3. **Results displayed in Explorer – you should see the 'Microsoft' folder:**

4. **Open the 'Microsoft' directory then the 'Excel' directory**

   There should be a file named Excel14.xlb. This file gets regenerated every time you open Excel and can be moved or deleted.

5. **Find Excel14.xlb and remove it.**

6. **Restarts excel again and open the mass upload file.**

Run-time error 438

Issue occurred due to the installation of December 2014 MS Windows Updates

1. Close Excel.

2. Open Windows explorer, click on the C drive and search for 'MSForms.exd'.

rn

Name ▲	Date modified	Type	Folder	Size	
MSForms.exd	10/18/2013 12:20 PM	EXD File	Excel8.0 (C:\Temp)	221 KB	
MSForms.exd	11/21/2011 11:38 AM	EXD File	Excel8.0 (C:\Users\archerd\AppData\Local\Temp)	221 KB	
MSForms.exd	12/04/2012 10:30 AM	EXD File	VBE (C:\Users\archerd\AppData\Local\Temp)	144 KB	
MSForms.exd	04/19/2013 8:44 AM	EXD File	Word8.0 (C:\Users\archerd\AppData\Local\Temp)	163 KB	

3. Delete 'MSForms.exd' from the Temp subfolders that list it.

4. Restart Excel and try opening the Excel to CI spreadsheet