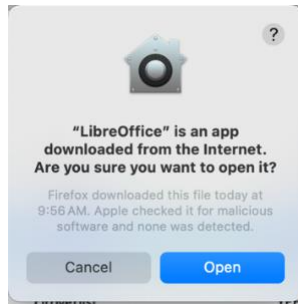
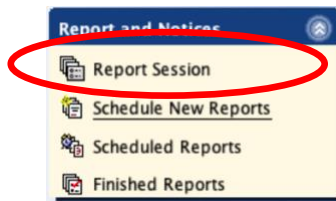


LibreOffice (24.2.4.2) for the Mac and WorkFlows

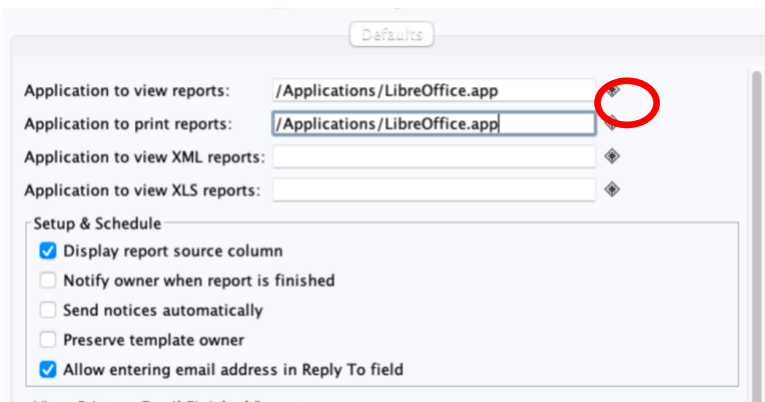
1. From <https://www.libreoffice.org/download/download-libreoffice/> choose your Operating system (Intel vs Silicon Chip macOS) and download.
2. Install LibreOffice. Administrator access is typically required for installation.
3. Open LibreOffice.
 - a. The first time you run LibreOffice you will be shown this prompt:



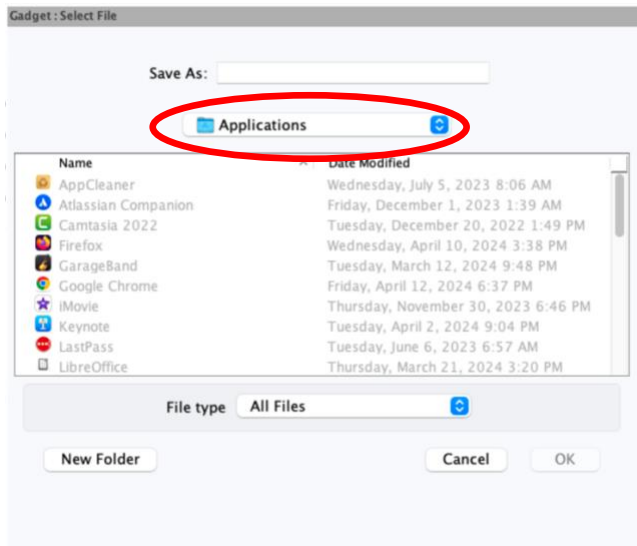
- b. Click Open.
4. Open WorkFlows.
 5. Click on “Report and Notices” then select “Report Session”.



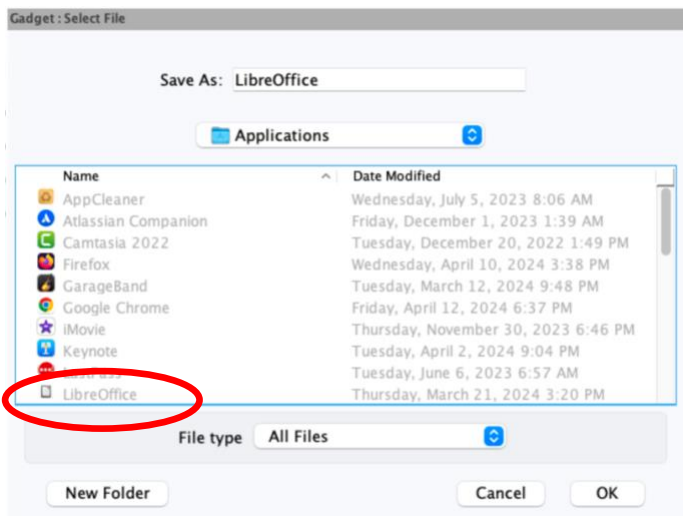
6. Click on gadget to the right of the application to view reports.



7. Locate your Applications Folder.

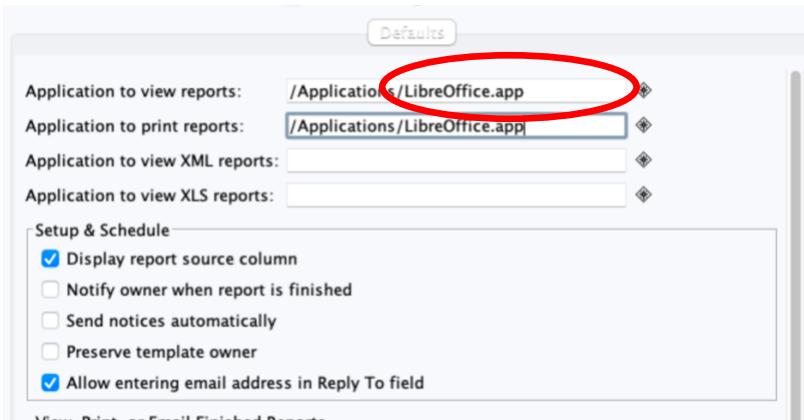


8. Find LibreOffice and click on it to select **even if it is grayed out.**



9. Click OK.

10. In the “Application to view reports” field, add **.app** after LibreOffice in the box.



11. Click OK to finish setting up “Application to view reports”.

For instructions on how to open commons INFOhio Report Templates in Libre Office, see the document “[LibreOffice & WorkFlows for Mac – Report Settings](#)”.