# Bloomberg APOD Creation Documentation

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Bloomberg

# Contents

# Bloomberg APOD Creation Documentation

When working remotely, you can continue using the Bloomberg Terminal® away from your office. To begin, you must download the Bloomberg software, install it, and activate it by creating an Access Point On Demand (APOD).

An APOD refers to specific instance of the Bloomberg Terminal software that is installed and set up on your PC. APODs are identified by a Terminal Serial Number.

The process to create an APOD and activate your software varies depending on your connection type and whether you are a Bloomberg Anywhere (BBA) user or a Shared Terminal user with Disaster Recovery (DR) services enabled.

**Software Requirements**

To review the system requirements for the Bloomberg Terminal®, you can go to https://www.bloomberg.com/professional/support/documentation/ and download the *PC Requirements* document.

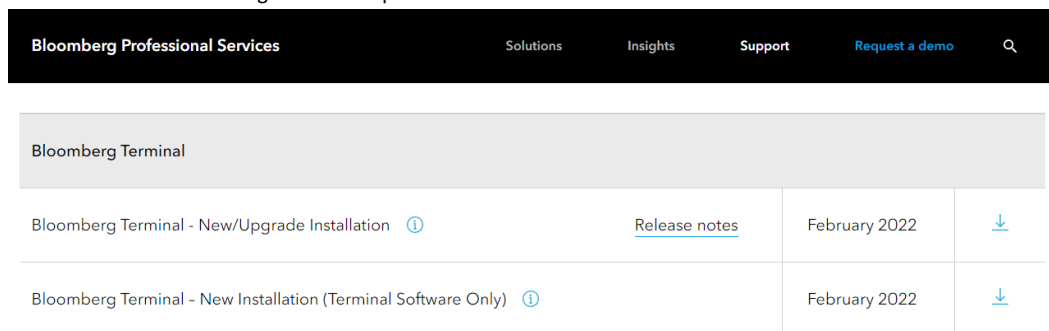If you are in mainland China, you can access the document on https://www.blpprofessional.com/.

Note: The Bloomberg software is Windows-based and not currently supported on Apple operating systems. Mac users can connect to the Terminal via the web at https://bba.bloomberg.net/.

**Downloading the Software**

1. In a web browser, go to https://bloombergsoftware.com/.

   Note: If you are in mainland China, go to http://bloombergchina.com/support/software-updates/.

2. Click one of the following download options:



- **Bloomberg Terminal – New/Upgrade Installation**: Download the Bloomberg Terminal Software and Bloomberg Office Tools simultaneously for a full installation. This option allow immediate access to Office Tools once you complete the installation.
- **Bloomberg Terminal – New Installation (Terminal Software Only)**: Download the Bloomberg Terminal Software only, which may be faster than the full installation option. This option will automatically download Office Tools after the Terminal is up and running.

3. Follow the prompts to run or save the file.

4. When asked to choose a location to save your file, save the file on your desktop.
   Note: Download times may vary depending on the speed of your Internet connection.

The file downloads and the Bloomberg installation icon appears on your desktop.

For more: Installing the Software.

# Workflows

**Installing the Software**

Once you download the Bloomberg software, you can use the installation wizard to install it on your PC.
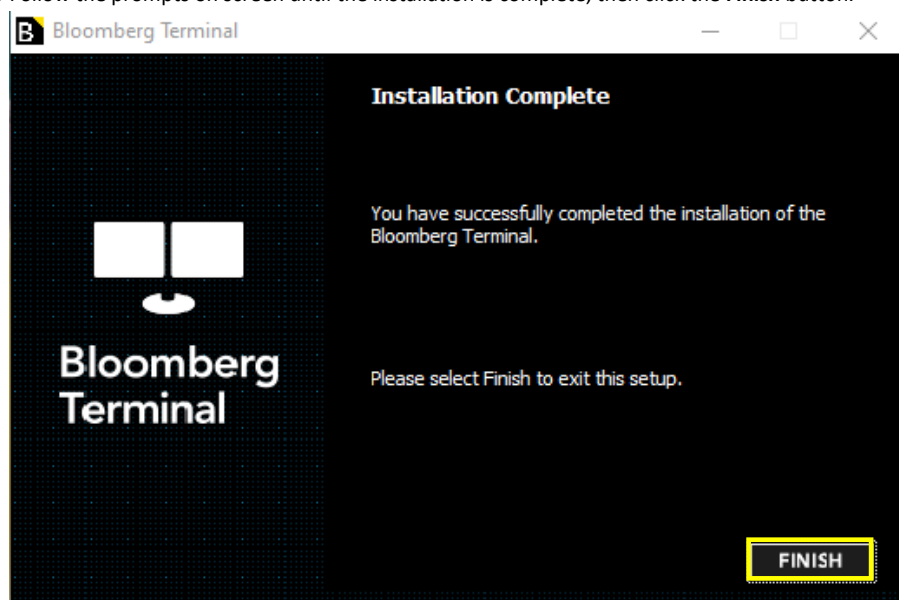
Steps:

1. On your desktop, double-click the Bloomberg installation icon.

   

   The Bloomberg Terminal installation wizard launches.

2. Follow the prompts on screen until the installation is complete, then click the **Finish** button.



A green Bloomberg icon appears on your desktop. The software is installed and ready to be activated by installing an APOD.

For more: APOD Creation.

**APOD Creation**

Once you download and install the Bloomberg software, you must create an Access Point on Demand (APOD) to activate the software and use the Bloomberg Terminal®.
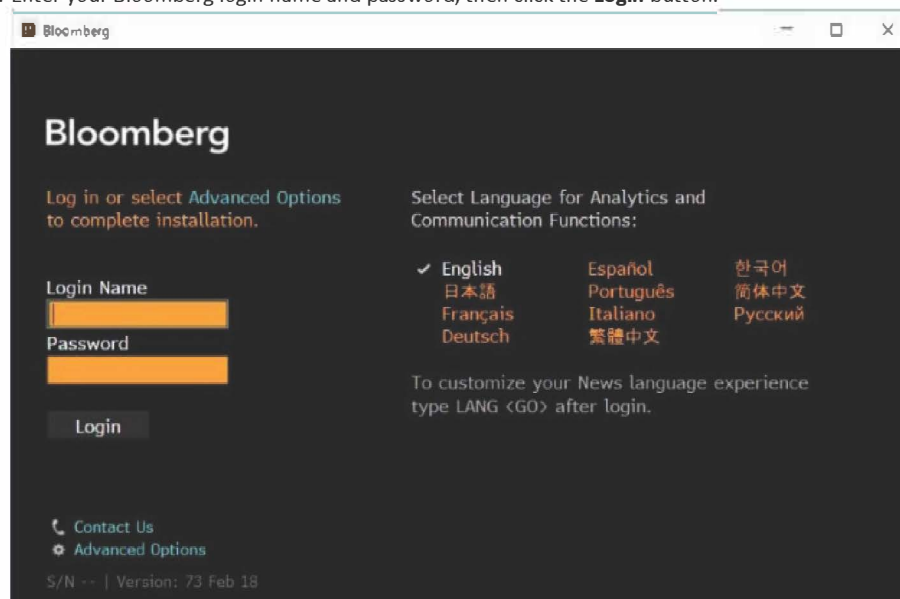
Steps:

1. On your desktop, double-click the green Bloomberg software icon.

   The Bloomberg login screen appears.

2. Enter your Bloomberg login name and password, then click the **Login** button.



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**Take the next step.**

For additional information,
press the <HELP> key twice on
the Bloomberg Terminal®.
bloomberg.com/professional

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