

Accessing LSEG Workspace

Booking:


You can [book access to LSEG Workspace here](#). When you request a booking, you will receive an email if your booking request has been accepted and this will include the username and password to access LSEG Workspace.

Bookings will last until the next booking is made.

Please use the booking system and [contact the library](#) if you have problems with this.

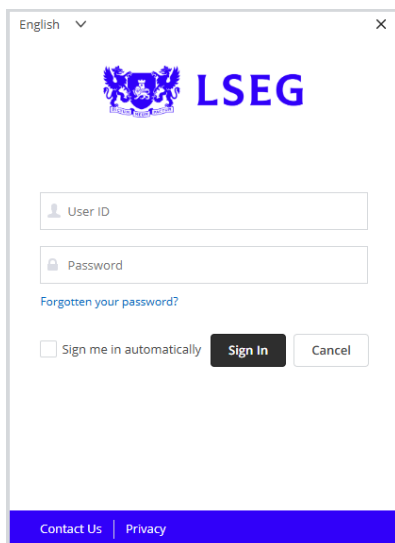
Accessing LSEG Workspace:

There are two ways to access LSEG Workspace:


- by [downloading the software](#) to your device - you only need to do this once, then use this icon on your desktop: 
- remotely via the [web access link](#).

In either case, you have to make a booking first. The differences between web access and downloading the software can be seen [in this document](#).

Whether you download the software or choose web access, you will see this box:



English

 **LSEG**

User ID

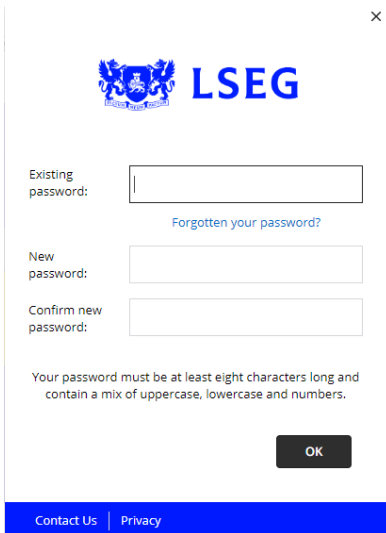
Password

[Forgotten your password?](#)

☐ Sign me in automatically **Sign In** Cancel

[Contact Us](#) | [Privacy](#)

Please enter the User ID (library1823@bbk.ac.uk) and the Password (Library1823), which will have been sent to you in the booking confirmation email. It will then ask you to re-enter that password and set a new one to log in.



Please click 'OK' to proceed with logging in.

Using LSEG Workspace

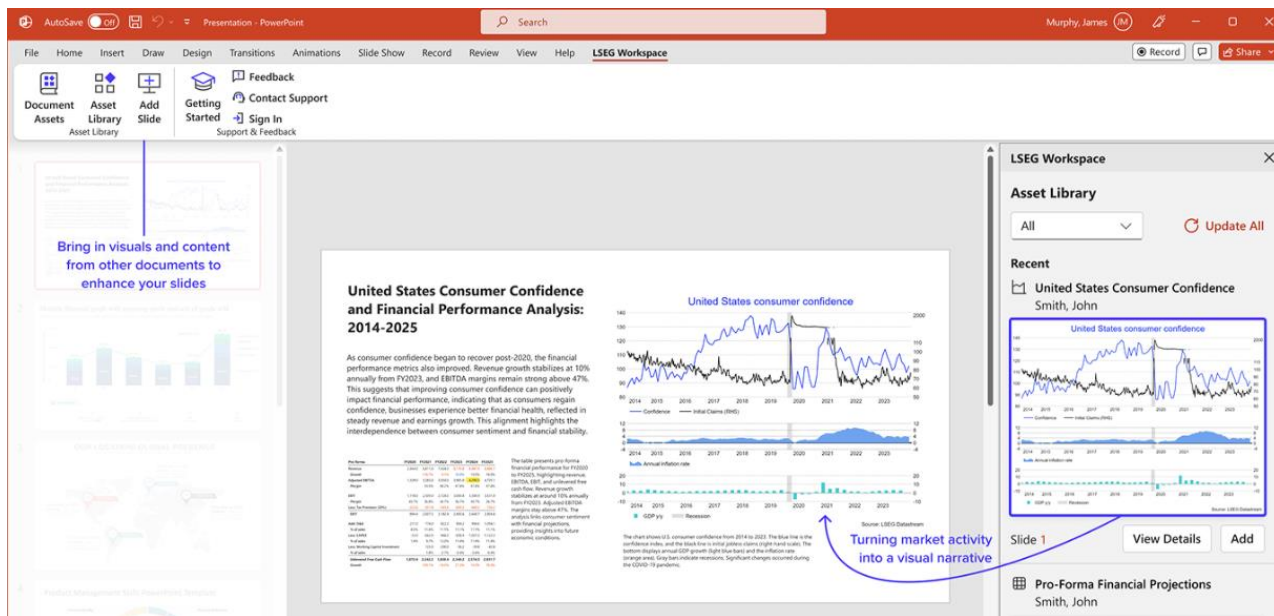
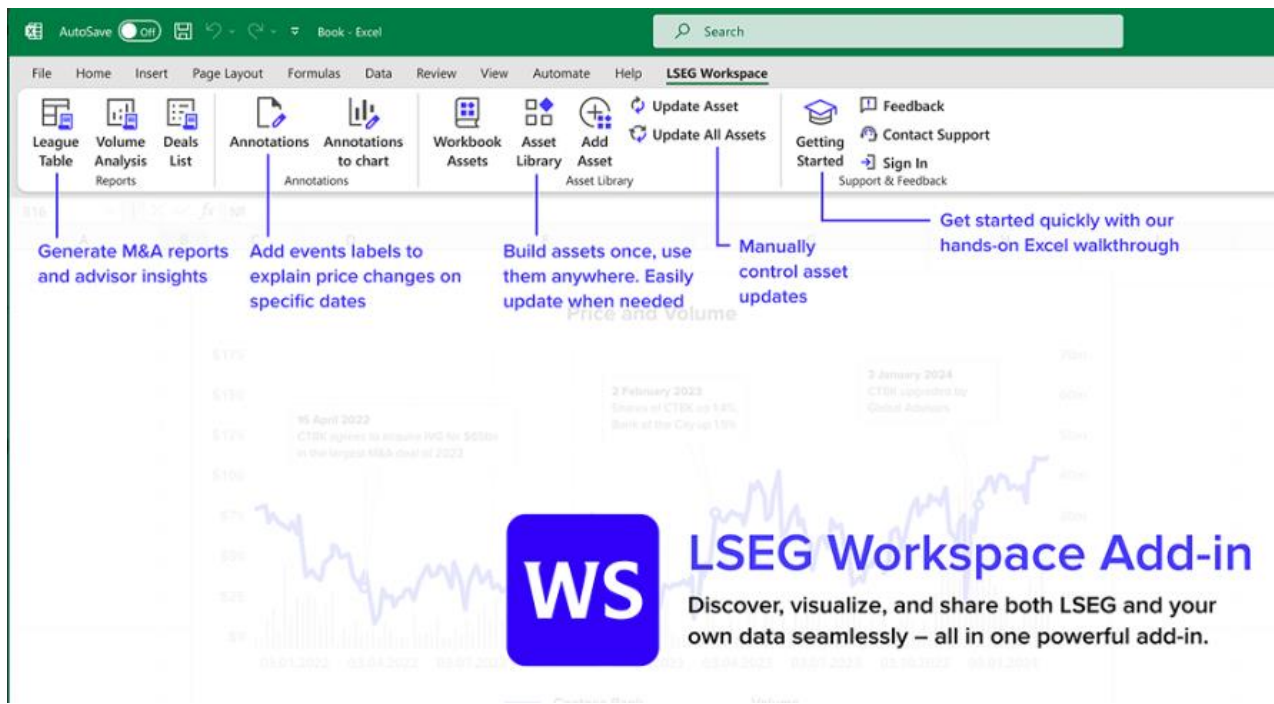
[LSEG Workspace quick start user guide](#)

LSEG Workspace Add-ins for Excel and PowerPoint

In addition to using the platform interface, access to LSEG data and tools is provided through either of the following separately installed add-ins:

- **Workspace**

This is installed automatically when you download and install LSEG Workspace for desktop, and runs on Excel and PowerPoint.



- **Workspace Lite**

This is an app found on Microsoft AppSource, which runs in online versions of Excel and PowerPoint. It works with the latest supported versions of Edge, Chrome and Safari browsers.

The following documents are available for more information:

[LSEG Workspace Add-in system requirements](#)

[Workspace Add-in installation guide](#)

[Workspace Lite Add-in installation guide](#)