


Excel 2003

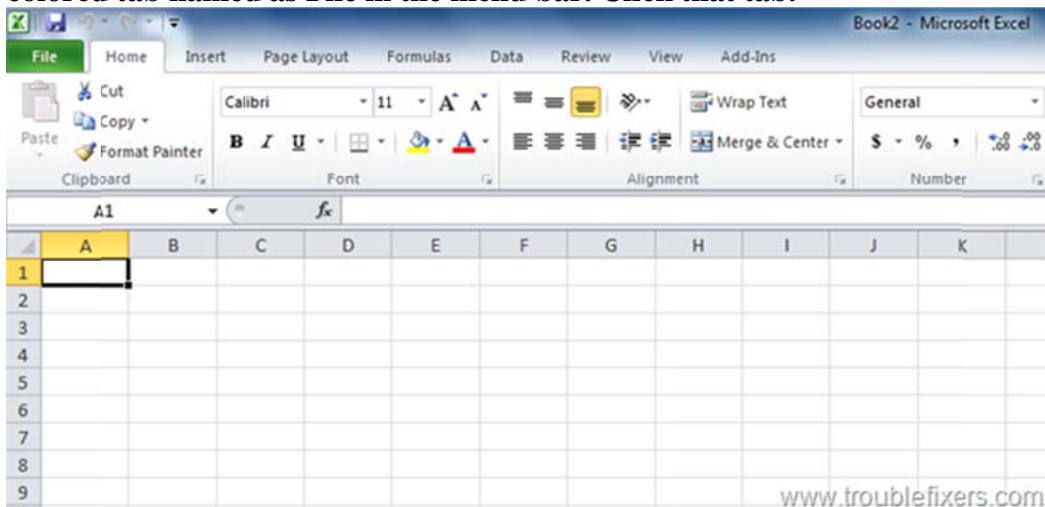
1. Run Excel 2003 and open the workbook file.
2. Click on "Tools" in the main toolbar, causing a drop-down menu to appear.
3. Select "Macros" from this menu and then click "Security." This will cause a new window to appear.
4. Choose "Medium — User is prompted to enable or disable macros"
5. Click "OK." Reopen your workbook file and enable macros.

Excel 2007

1. Click the **Microsoft Office Button** , and then click **Excel Options**.
2. Click **Trust Center**, click **Trust Center Settings**, and then click **Macro Settings**.
3. Click the options that you want:
 - **Enable all macros (not recommended, potentially dangerous code can run)** Click this option to allow all macros to run. This setting makes your computer vulnerable to potentially malicious code and is not recommended.

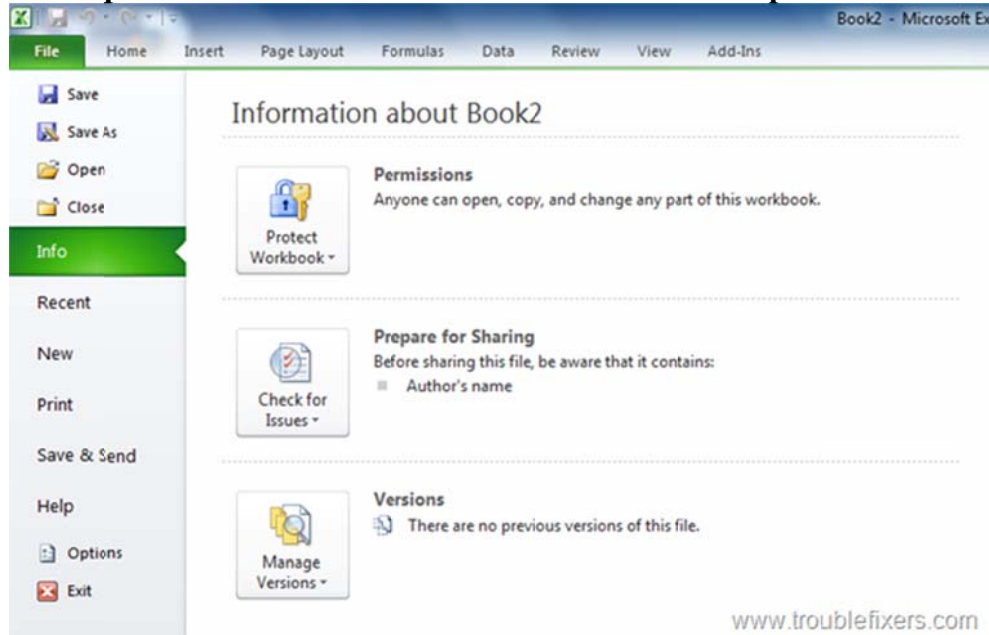
Excel 2010

1. The excel window will look similar to the one shown below in the snapshot. You see can a green colored tab named as **File** in the menu bar. Click that tab.

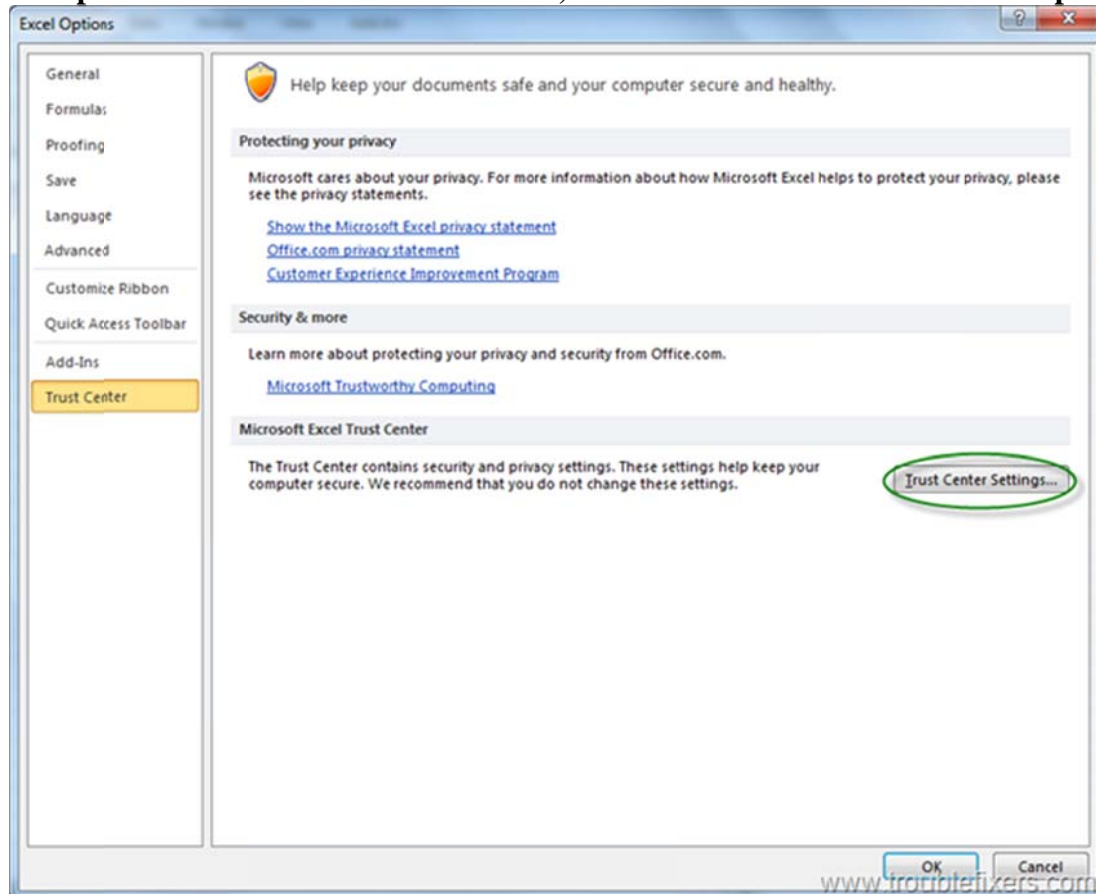


2. You can see the option under **File**, as shown below in the snapshot. At the bottom of those options you can see two sub-options named as **Options** and **exit**, which are written in small font

as compared to the others written above it. Click the 'Option' tab



You will see another window as shown in the snapshot below, where again you can see some of the options enlisted on the left side. Now, on that list click the Trust Center option.



3. You can see that an option has been highlighted with the green colored circle, which is supposed to be clicked. On clicking that option you will see another window which will be similar to the one shown below in snapshot. Now to enable the macros, click the option circled in green in the application window. Though doing this has not been recommended but you can do it and

then the macros will be enabled.

