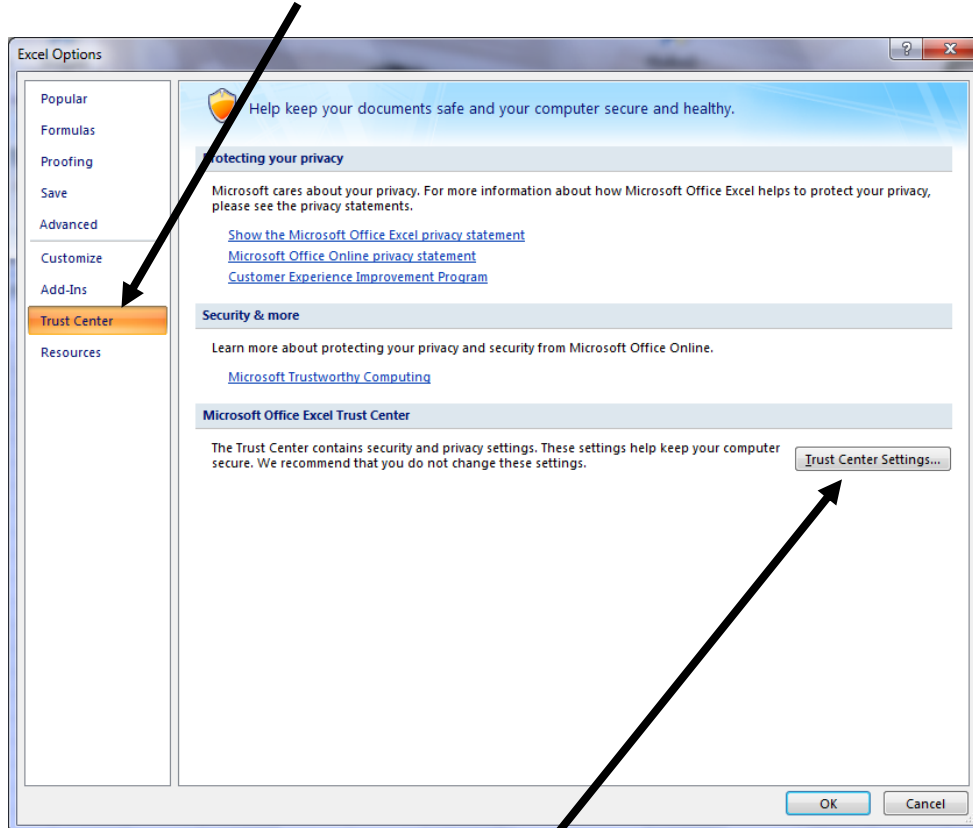


To enable Excel 2016 Macros

On a Spread sheet, Click the File tab (top left most tab)

Click Excel Options (Left column bottom)

Select the Trust Center



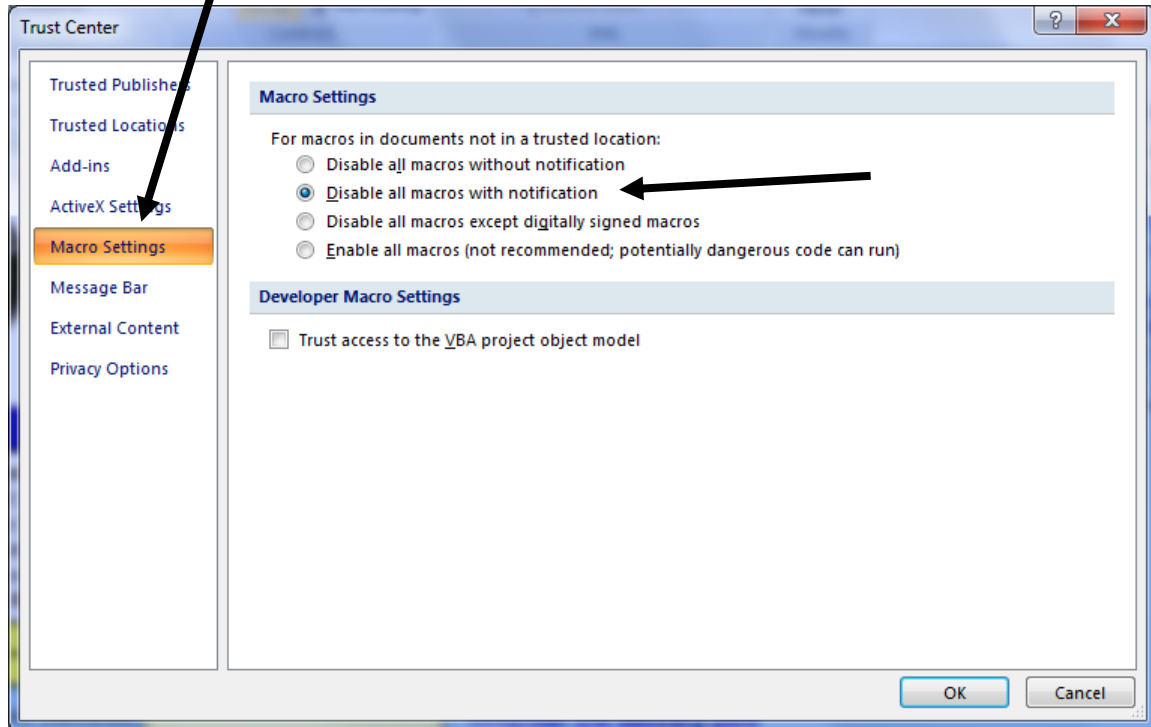
Click the Trust Center Option button

Select the Macro Settings

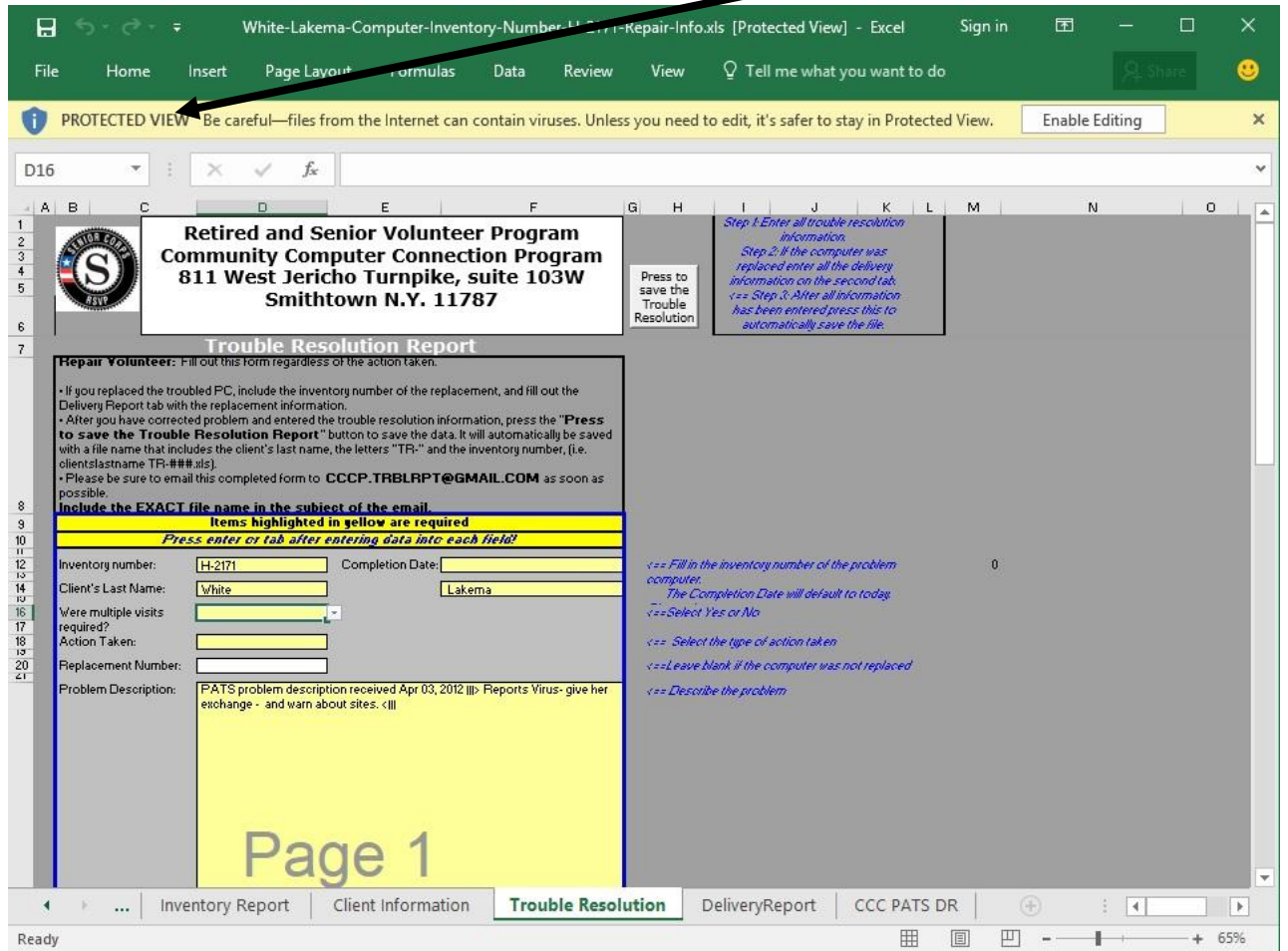
Click the **Disable all macros with notification** radio button.

This will give you the option to run a macro when desired.

You may have to close and reopen Excel.

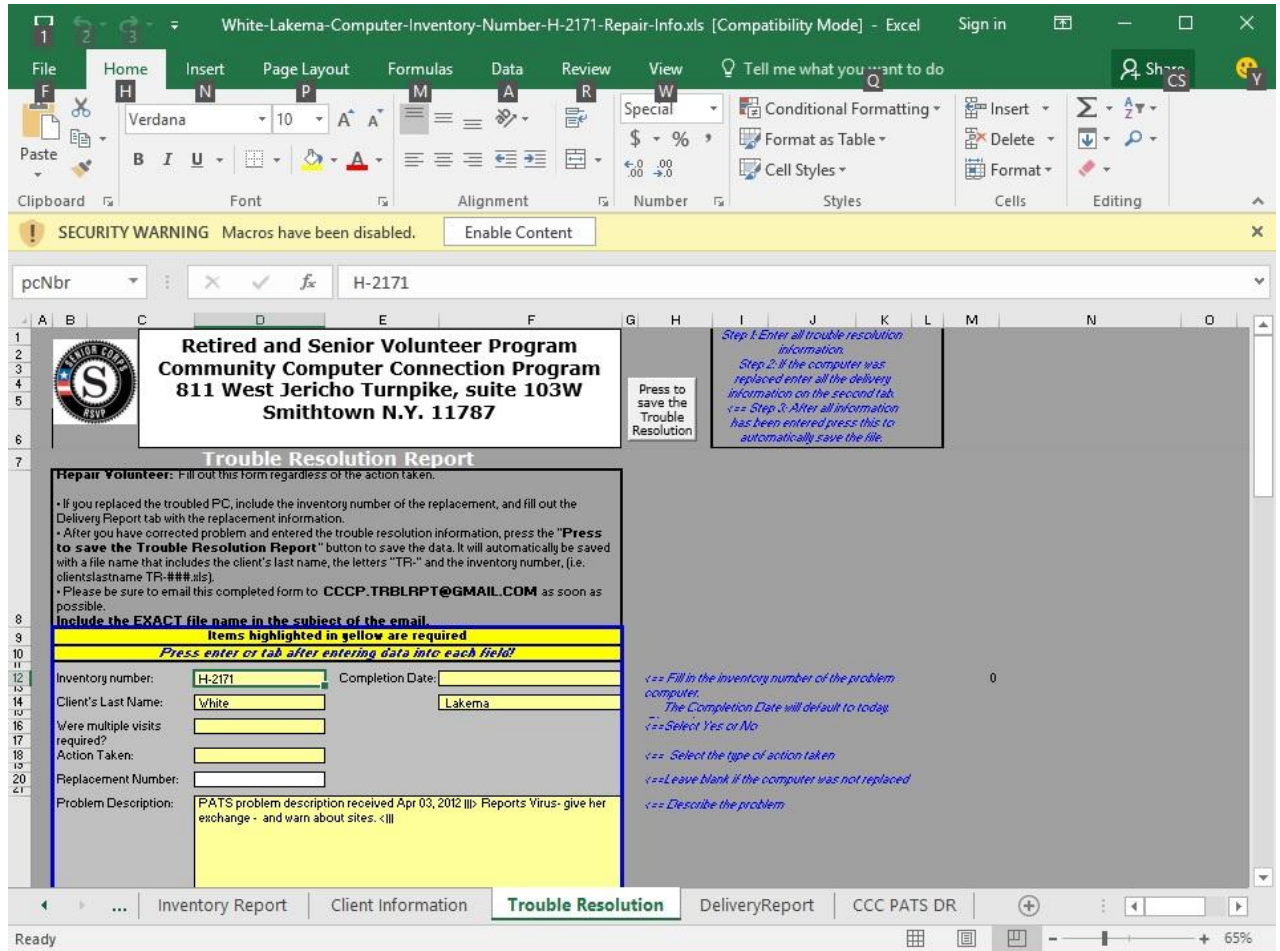


Step 2: When you open a file containing a macro a Protected View Warning message is displayed at the top of the work sheet.



Step 3: To allow editing, click the Enable Editing button.

A Security Warning is displayed.



Step 4: Select the "Enable Content" button
This enables the macro for this file only.