

SECURITY

Allow Macro's to execute in Excel 2003

If the Parish and School Excel Budget program does not work in your Excel program, then the security level needs to be set to “**Medium**”. Make the following changes:

1. Click “**Tools**”, then “**Macro**”, then “**Security...**”. See **Figure #1** below:

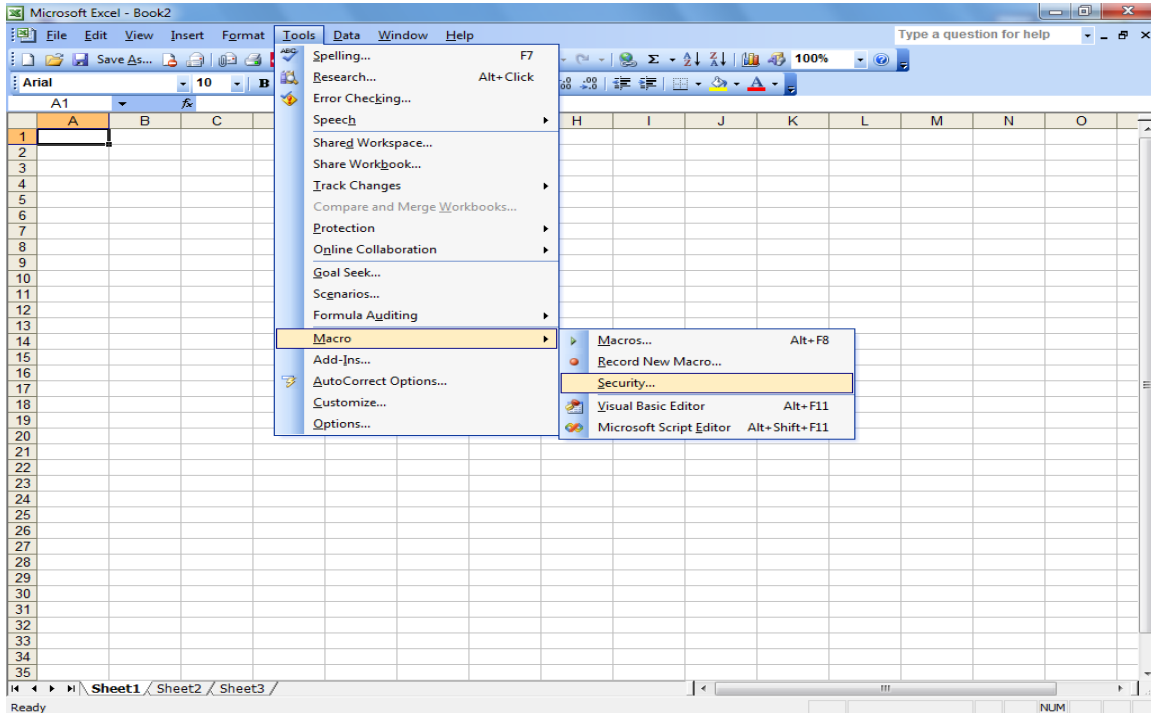


Figure #1

2. Change the current security level to “**Medium**” and click “**OK**”. See **Figure #2**

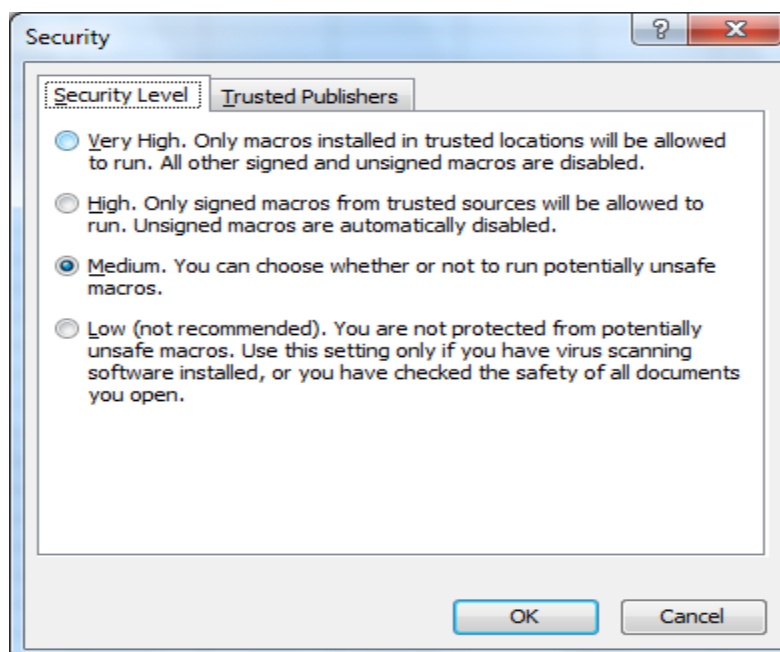


Figure #2

3. When you open the Excel Budget Program the following message will appear. See **Figure #3** below:

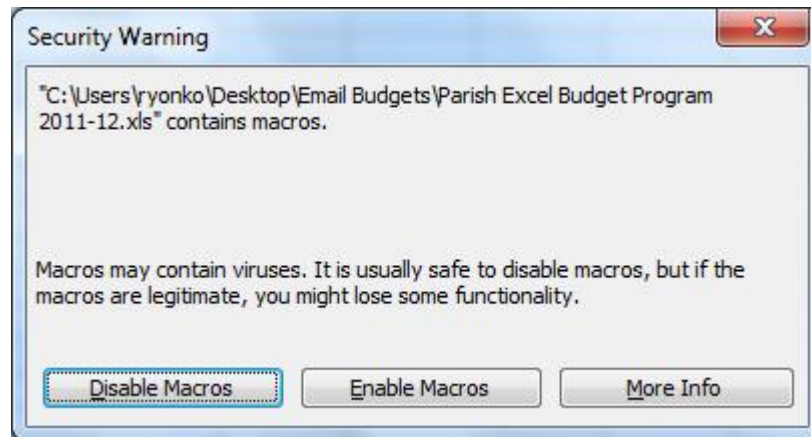


Figure #3

4. Click the **“Enable Macros”** button to allow the Excel program to work.