
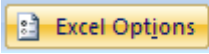
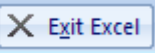


This document was written by Humberto Barreto and Frank Howland and is available at <http://caleb.wabash.edu/econometrics/EconometricsBook/SettingSecurityExcel2007.doc>

Properly Configuring Excel 2007

To make sure that Excel 2007 is able to access and run the Visual Basic macros in the workbooks and add-ins, security must be properly set.

Setting Security

- ✓ Click the Office button  at the top left corner of the screen, then click the Excel Options button   at the bottom of the dialog box.
- ✓ In the Excel Options window, select the Trust Center heading, then click the “Trust Center Settings...” button as shown in Figure 1.

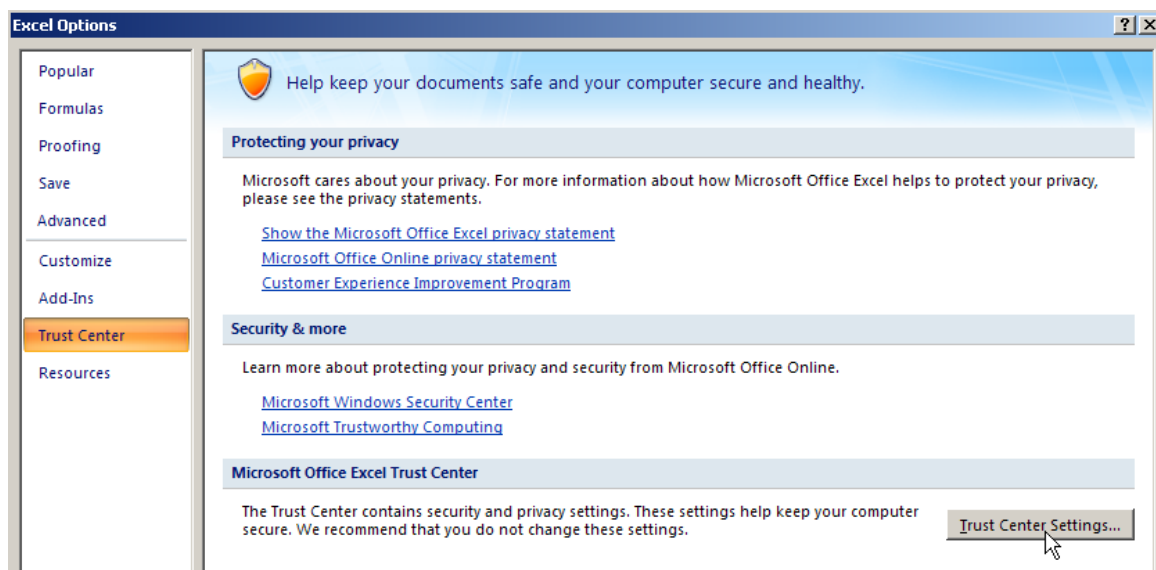


Figure 1: Excel Options.

- ✓ In the Trust Center, select the Macro Settings heading, choose the “Disable all macros with notification” option (this is the default) and check the “Trust access to the VBA project object model” as shown in Figure 2.

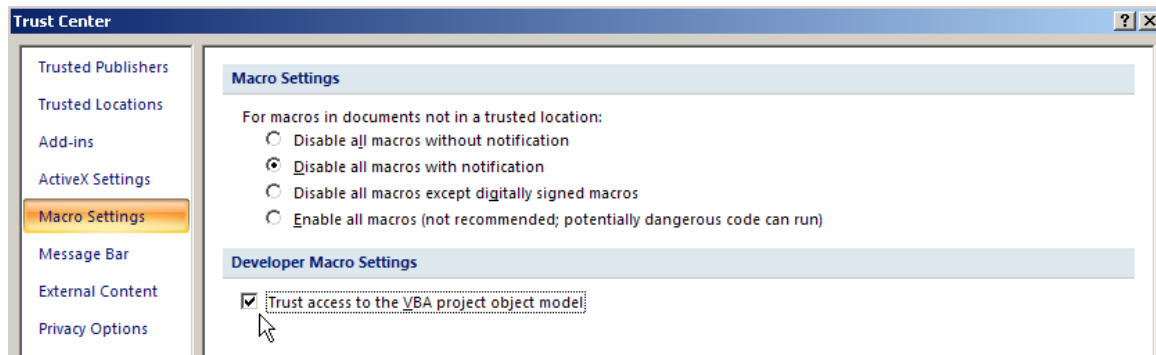


Figure 2: Trust Center

Trusting access to the VBA project object model enables the add-ins to function properly and is an important setting.

- ✓ Finish configuring Excel by clicking OK at the Trust Center and Excel Options dialog boxes.

Opening a workbook

Figure 3 shows that, when opening a workbook with macros, Excel 2007 will alert you to their presence with a security warning under the ribbon (and right above the formula bar).

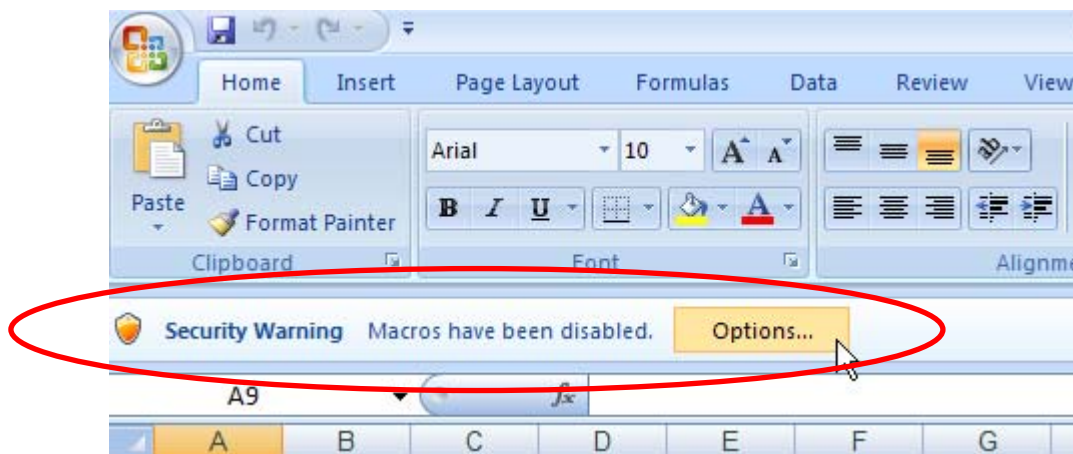


Figure 3: Opening a workbook with macros.

Click the Options button, then click “Enable this content” to allow the buttons and other controls in the workbook to function properly.

For workbooks not included with this book, do *not* enable macro functionality unless you are completely confident that the workbook is safe.

You may also receive the warning displayed in Figure 4 when opening a workbook with macros.



Figure 4: Macros Warning.

Click the Enable Macros button to have access to the features in the workbook, but do not enable macros if you are unsure of the source.

Saving Files

Excel 2007 will prompt you to save workbooks with macros in the special “excel macro-enabled workbook” format, which carries the .xlasm extension

Using Visual Basic

To work with macros in Excel 2007, add the Developer tab to the ribbon.

- ✓ Click the Office button, click the Excel Options button, choose the Popular heading, and click the “Show Developer tab in the Ribbon” as shown in Figure 5.

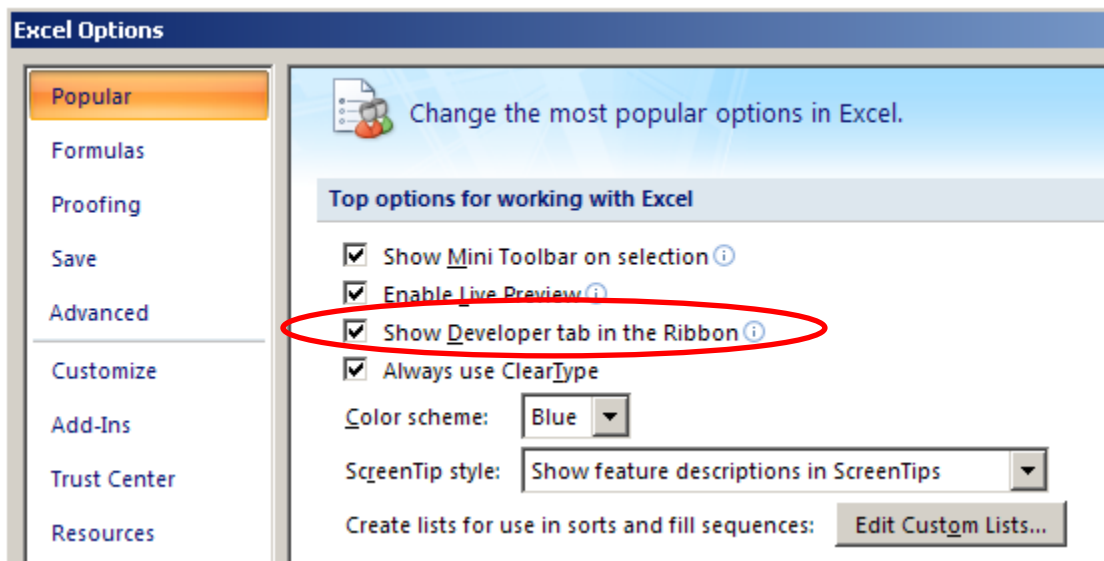


Figure 5: Adding the Developer tab to the ribbon.