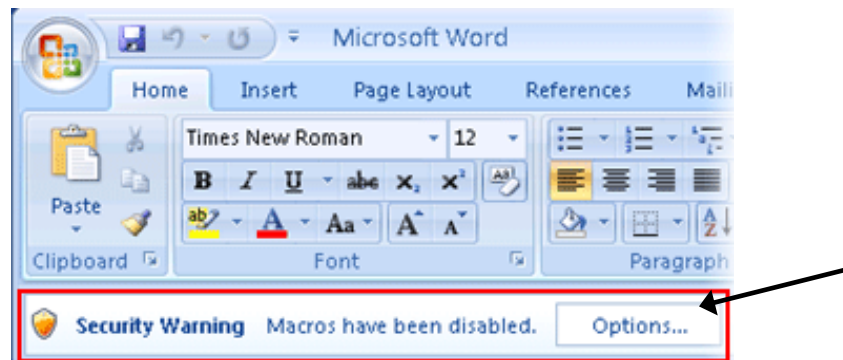


Macros in Office 2007

When you receive an *error message* in Microsoft Excel or Word about a macro there is a way to quickly fix it. This may occur in documents like time-sheets that you download from the payroll website.

1. In order enable or turn the macro back on, you just need to click “**options**” on the bar that appears under the ribbon when you open the document.



2. Then click “**enable**” and the macro will run in the document without a problem. Remember to **save** because it may not prompt you to before closing.

