Macros must be enabled for many of the files. The easiest and safest way to do this is to create trusted locations. Once a trusted location has been created, all excel files opened from the trusted location will work with macros.

To create a Trusted Location in Microsoft Excel 2013 or higher (screen shots are from Office 2016):

- Click File (or office button) and select Options
- Select Trust Center and click on Trust Center Settings
- Select Trusted Locations and click Add New Location
- Click **Browse** and target the folder the files will be opened from and click **OK**
- Check the box for Subfolders of this location are also trusted and click OK
- The path will now appear in the list of Locations
- If you are using a network path (some computers may have Desktop and My Documents mirrored on network), check the box for **Allow Trusted Locations on my network**
- Continue to click **OK** until all windows are closed
- Close and reopen file

Excel Options		? 🔀
General	Help keep your documents safe and your computer secure and healthy.	
Formulas		
Proofing	Security & more	
Save	Visit Office.com to learn more about protecting your privacy and security.	
Language	Microsoft Trustworthy Computing	
Advanced	Microsoft Excel Trust Center	
Customize Ribbon		
Quick Access Toolbar	computer secure. We recommend that you do not change these settings.	<u>T</u> rust Center Settings
Add-Ins		
Trust Center		

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rusted Publishers	Trusted Locations		
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	Disable all Trusted Locations		

Microsoft Office Trusted Location				
Warning: This location will be treated as a trusted source for opening files. If you change or add a location, make sure that the new location is secure. <u>P</u> ath:				
\\H00001MS017\22Users\00229631\Desktop				
<u>Browse</u>				
Description:				
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