

# Help!

I can't get the QA scoring program to run!

*If you just got a new computer or just reimaged your old one, take a deep breath. There has probably just been a change in the default security settings in Excel. The following instructions are for the Windows 7 operating system and Excel 2010, but are very similar to Excel 2007 running on Windows XP.*

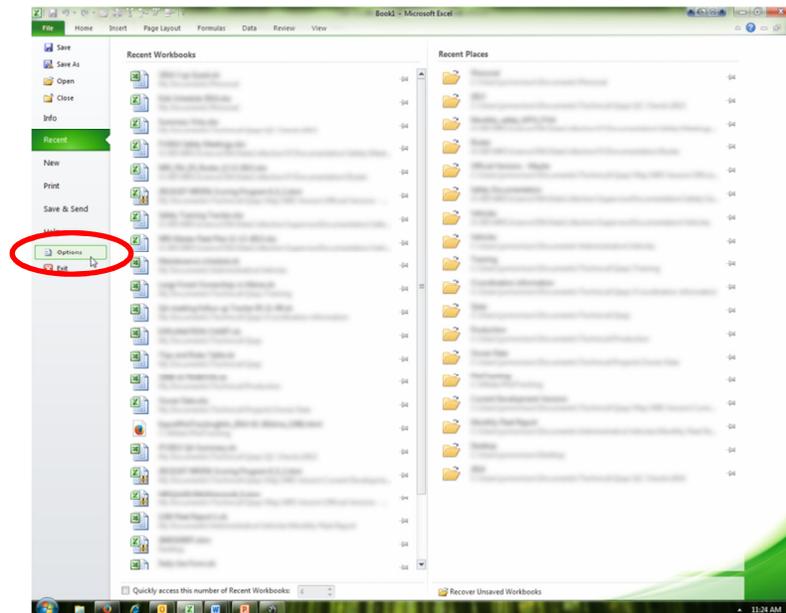
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## 1. Open Microsoft Excel

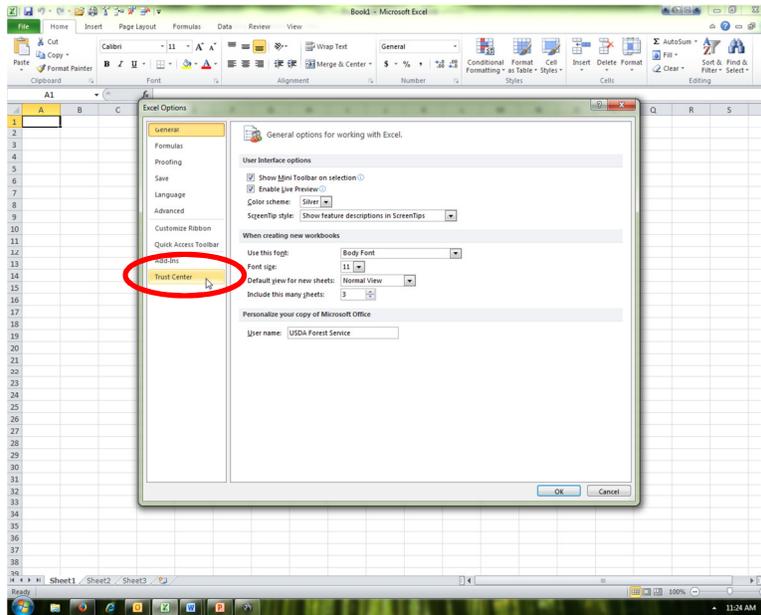
- a. Click on the Windows Orb  in the lower left hand corner of the screen.
- b. Click “All Programs”.
- c. Click the “Microsoft Office” folder.
- d. Click  “Microsoft Excel 2010”.

## 2. In Excel, click the “File” tab.

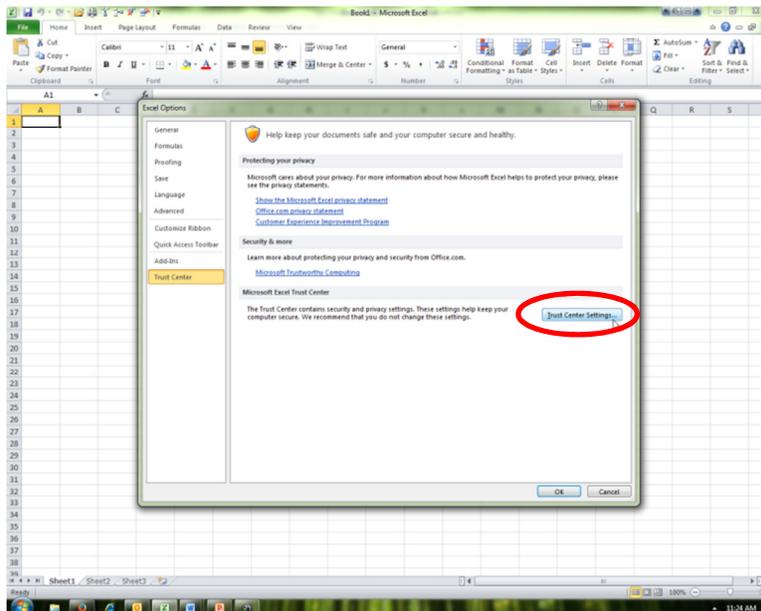
## 3. Click “Options”



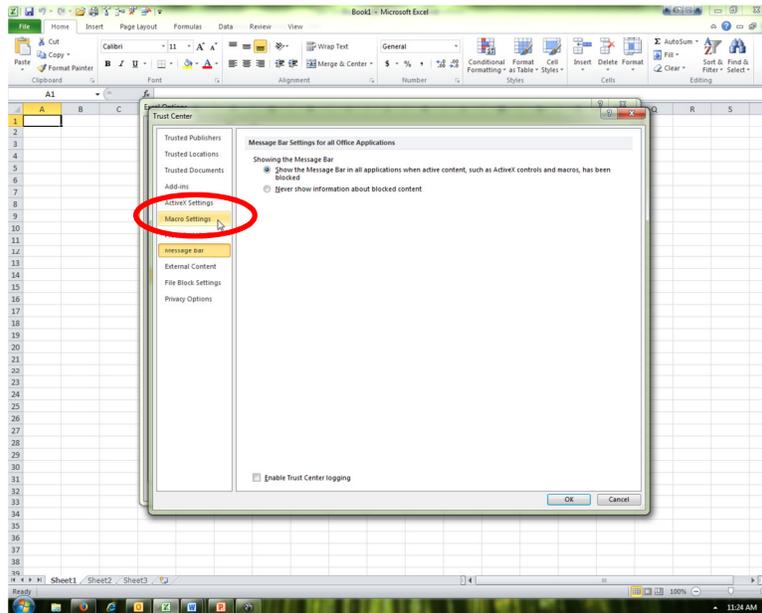
#### 4. Click “Trust Center”



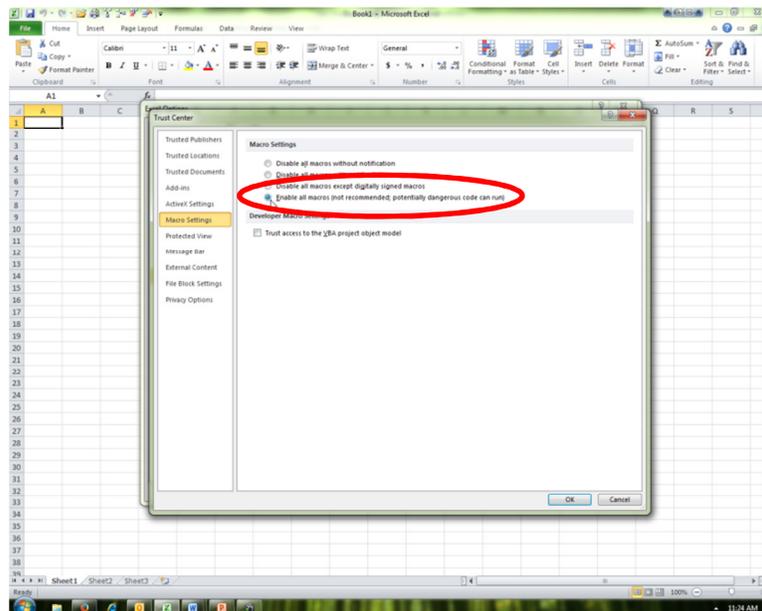
#### 5. Click “Trust Center Settings”



6. Click “Macro Settings”



7. Click the “Enable all macros (not recommended; potentially dangerous code can run)” radio button.



8. Click “OK”, then “OK” again.