

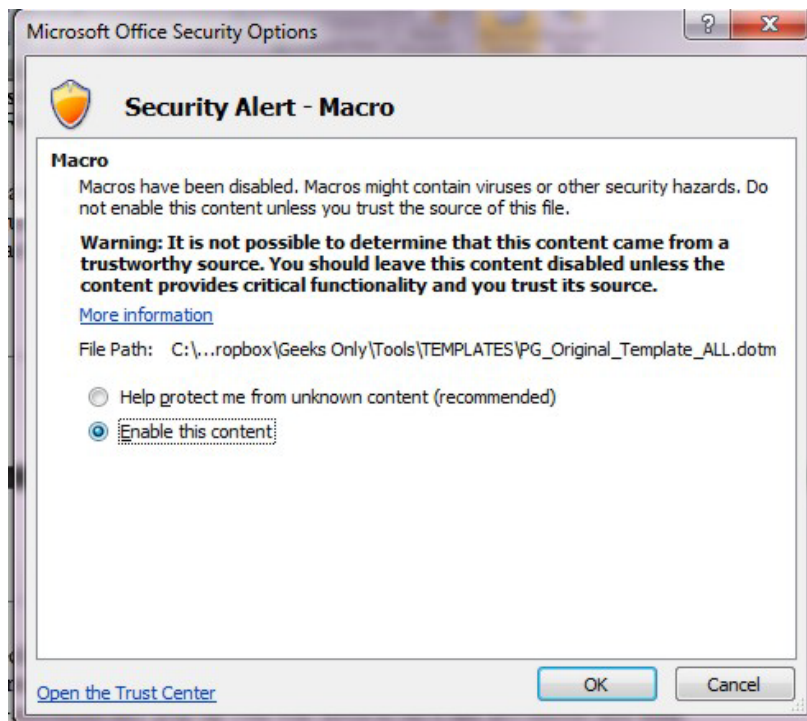
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## Enabling Macros

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When you first open a Word file that has macros in the document or in the template, you will need to Enable the Macros. This must be done every time you open the document. In 2010, you only need to click the yellow warning bar at the top of the document. In 2007, you will need to use the following steps.

If the Security Warning Bar appears; click Options and click the Radio Button for “ Enable this content” then click OK. If the Security Warning Bar does not appear automatically you will need to SAVE the document and then Reopen it so that the Security Warning bar appears in order for the macros to be enabled.



**Figure 11.4-1 Microsoft Office Security Alert.** *This is where you will Enable the Macros after you have attached the proposal Template to the current document.*