

HOW TO DOWNLOAD THE EXCEL WORKBOOK (Dec 2010 update)

On the site, you will see a prompt "Download Workbook"

Click on this and a window will appear with some options.

From this select "Save to Disk", whereupon the workbook will be saved to your desktop.

If you want move it to a folder of your choice.

Double click to open the workbook.

At this point the macros are not operational. This is an anti-virus precaution.

So :

Go to the top tool bar and select Tools > Macro > Security.

From the drop down list select "Low" or "Medium" and then close the workbook.

Open the workbook again.

The macros will now work.

You are now ready to Go.