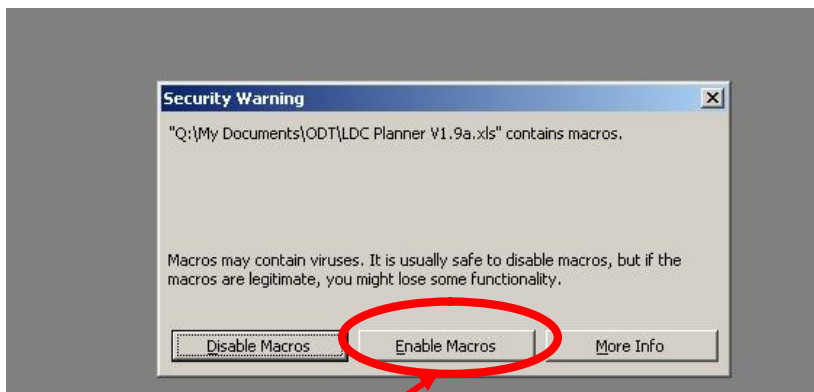## LDC Workforce Planner – Enabling Macros

When starting to use the LDC Planner, you may experience a few different scenarios regarding Macros, this will guide you through how to get around those issues to enable you to use the tool.

Scenario 1

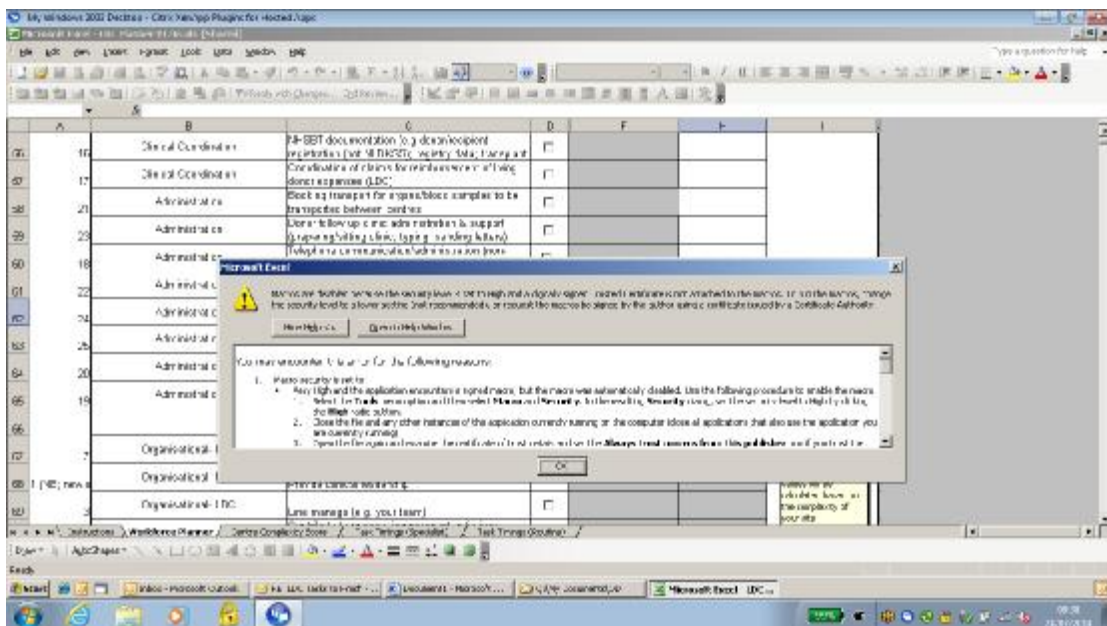Initially opening the file gives you an option to disable or enable macros – when this box appears:

Click on the 'Enable Macros' button

The file should then open and be fully functional.
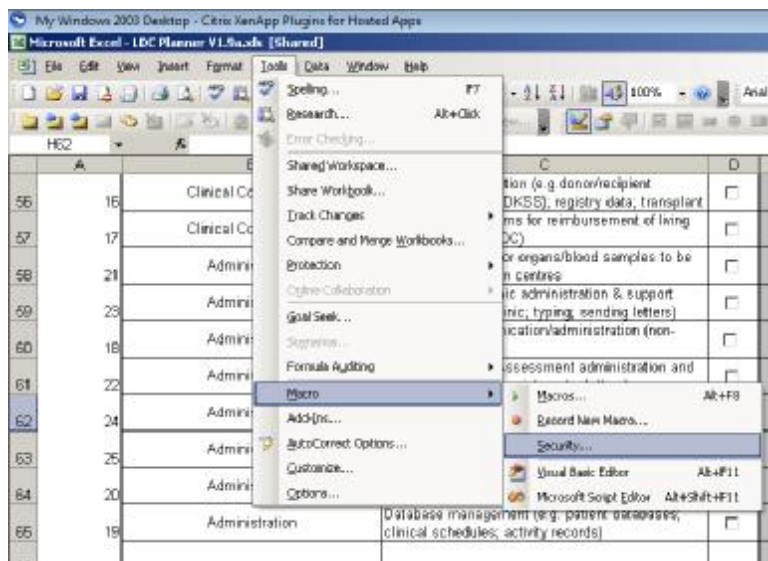
Scenario 2

On opening the file, you do not get an option to disable or enable macros, instead, the file opens, and you get a security box pop up:
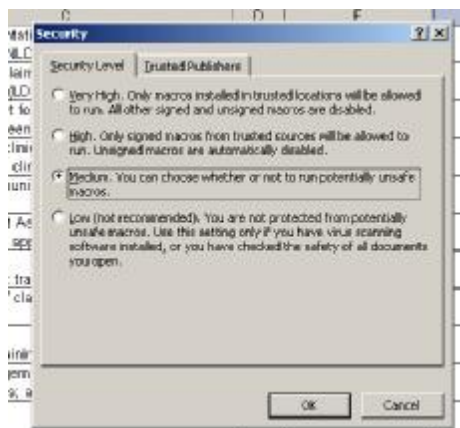

If you click ok, the box will disappear but you will be unable to use the tool.

In this case, go to Tools – Macro – Security from the toolbar

You will see a new window with Security Level settings:

Select Medium, click OK

Then save the file and close it

Reopen the file and you should get the enable/disable macro window as above.

Scenario 3
You open the file and notice that the check boxes and buttons are not working, (items are selected rather than used) and there is an additional toolbar looking like this:

Follow the same process as for Scenario 2 above to change security settings to medium, save the file, close, and reopen.