

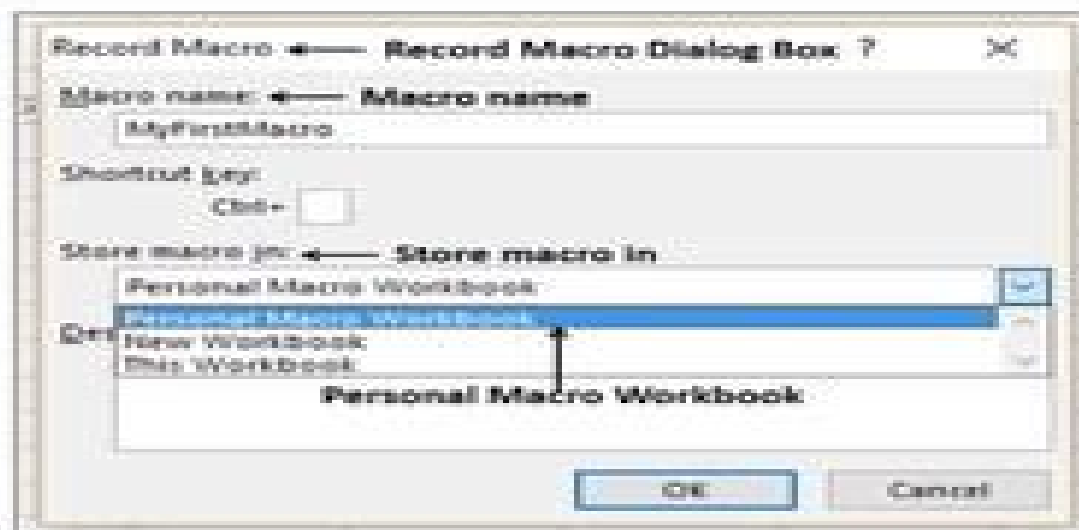
### 3. Excel Macros – Macros in a Single Workbook

Excel provides you with a facility to store all your macros in a single workbook. The workbook is called Personal Macro Workbook – Personal.xlsm. It is a hidden workbook stored on your computer, which opens every time you open Excel. This enables you to run your macros from any workbook. There will be a single Personal Macro Workbook per computer and you cannot share it across computers. You can view and run the macros in your Personal Macro Workbook from any workbook on your computer.

#### Saving Macros in Personal Macro Workbook

You can save macros in your Personal Macro Workbook by selecting it as the storing option while recording the macros.

Select Personal Macro Workbook from the drop-down list under the category **Store macro in**.



- Record your second macro.
- Give macro details in the Record Macro dialog box as shown below.

# Activate Workbook Excel Macros Tutorial

**Dick Kusleika**



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