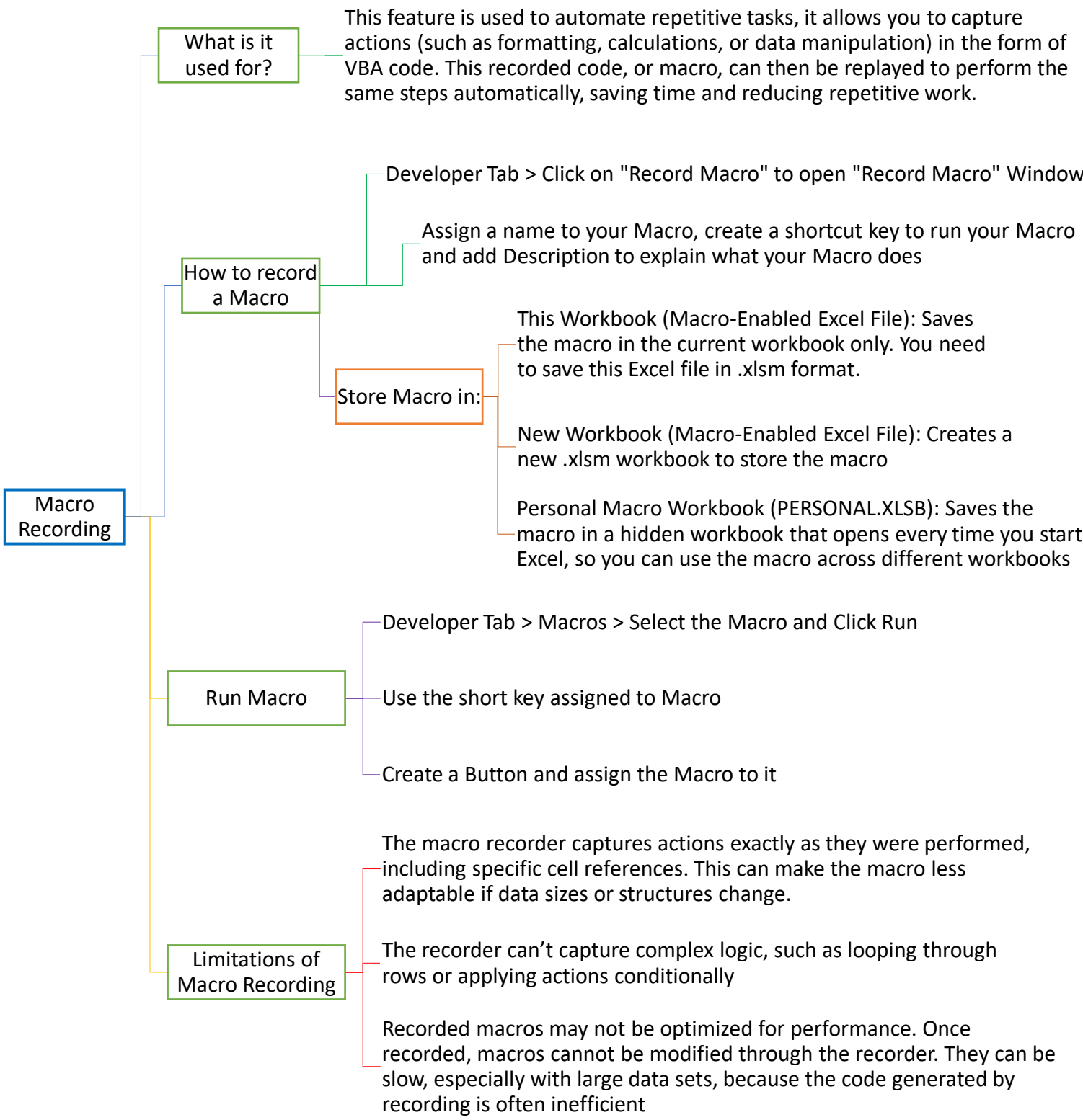


How to record a Macro?



Note: The Personal Macro Workbook (PERSONAL.XLSB) is created on your computer the first time you record a macro and choose to store it there. Essentially, this is a hidden workbook dedicated to storing macros that you want available at all times. It opens automatically whenever Excel is launched, allowing you to access your saved macros in any workbook without needing to re-create them. Plus, by storing your macros here, you don't have to worry about saving each file as a macro-enabled workbook (.xlsm).