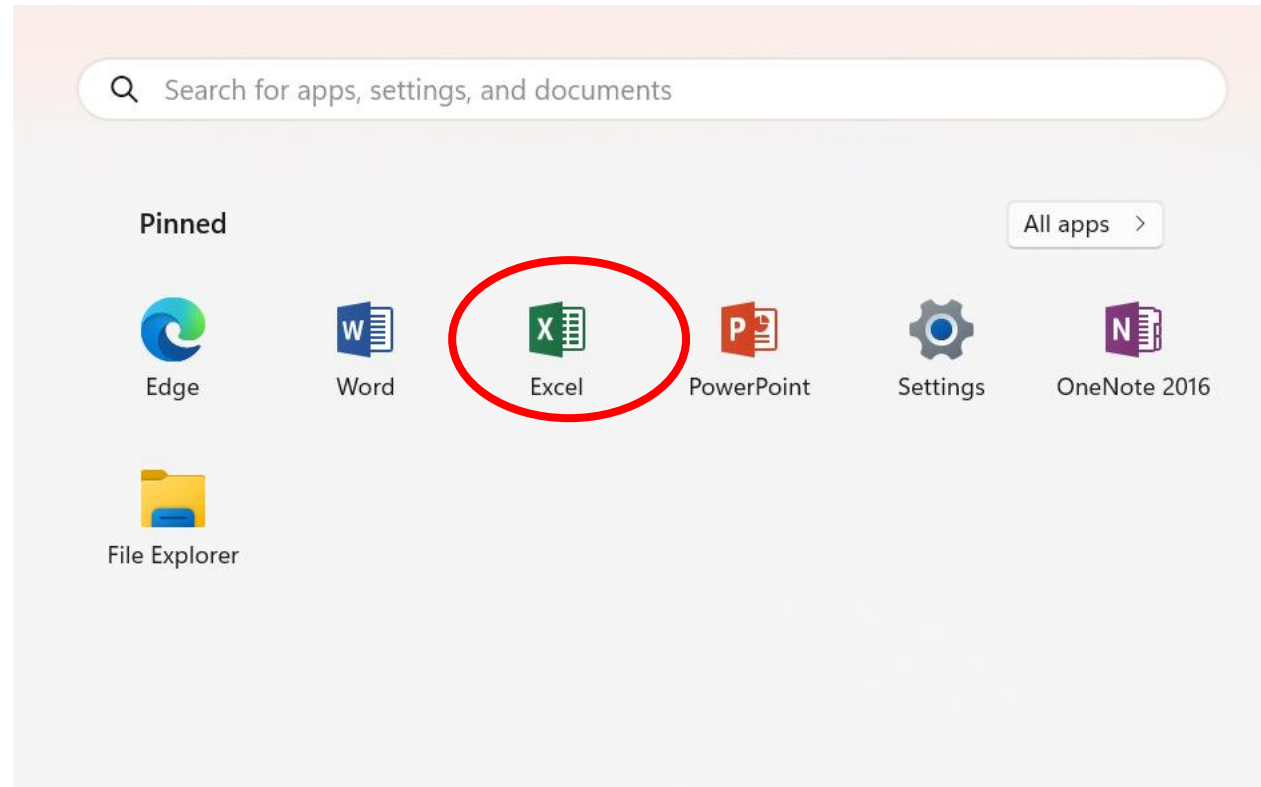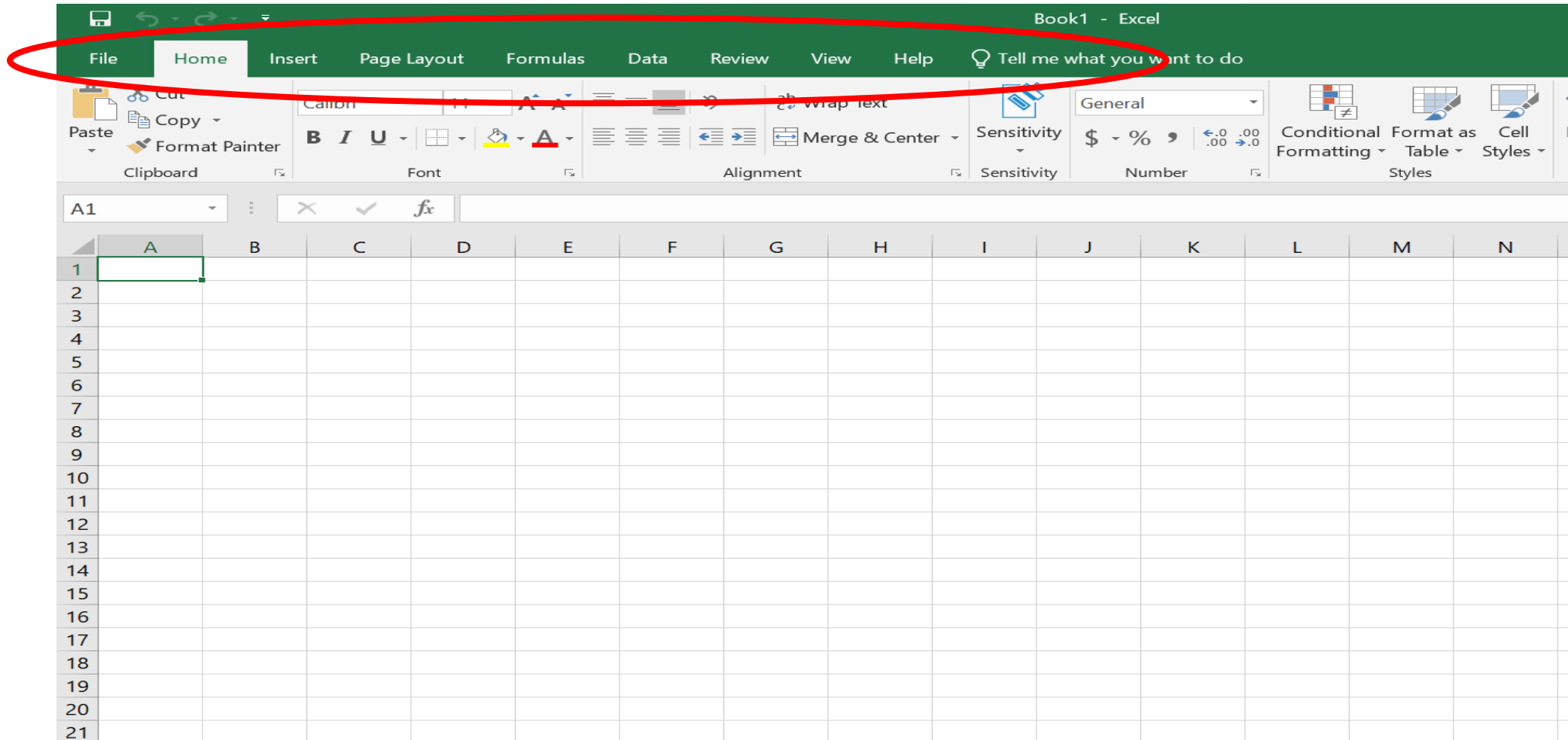# SATS Guest Developer User Guide
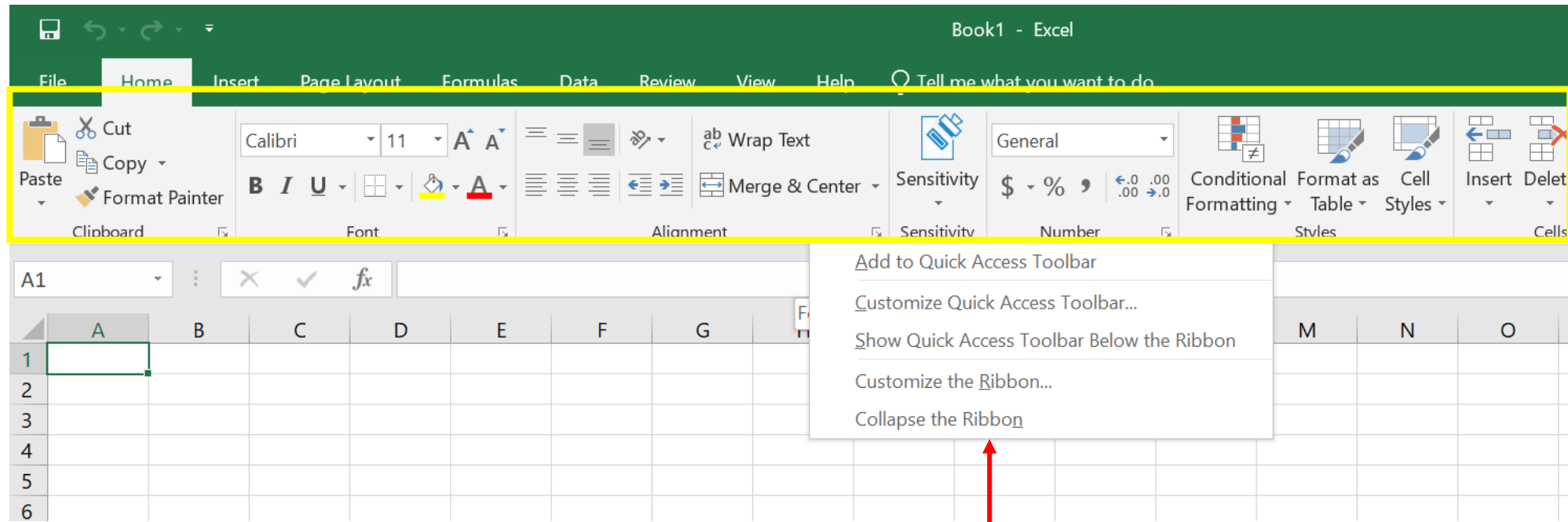
Step 1: Launch Excel on your laptop

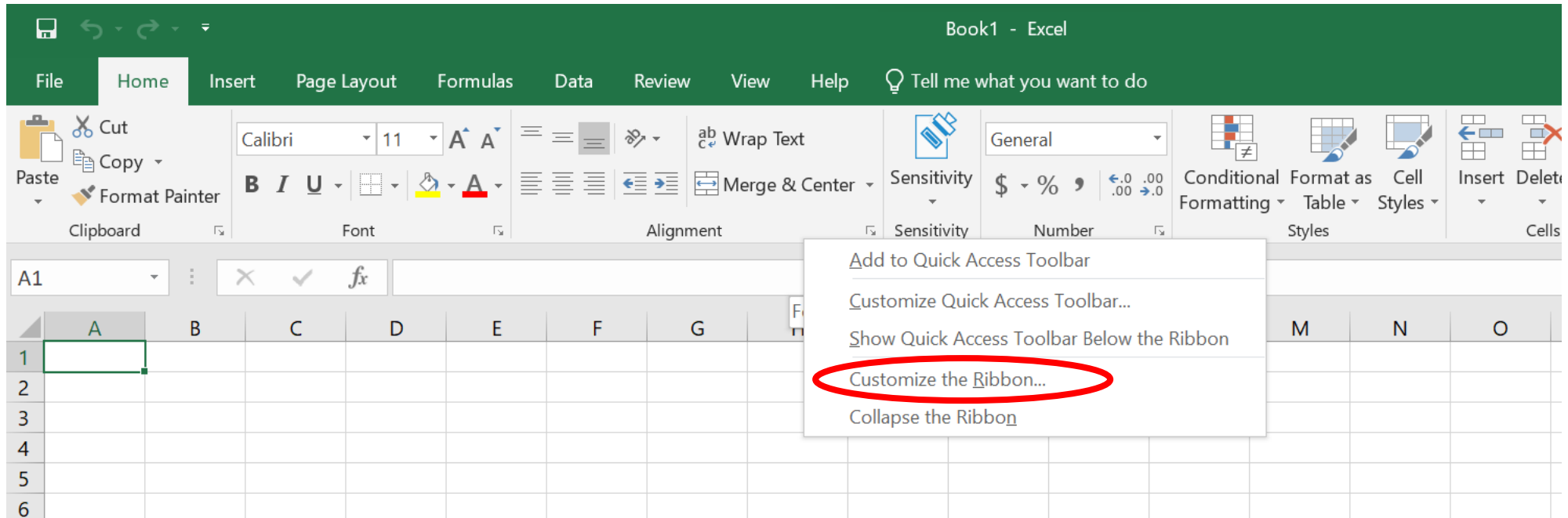# Step 2: After launching excel, check for the Developer tab on top

Step 3: If Developer tab is not there, right click on the yellow box
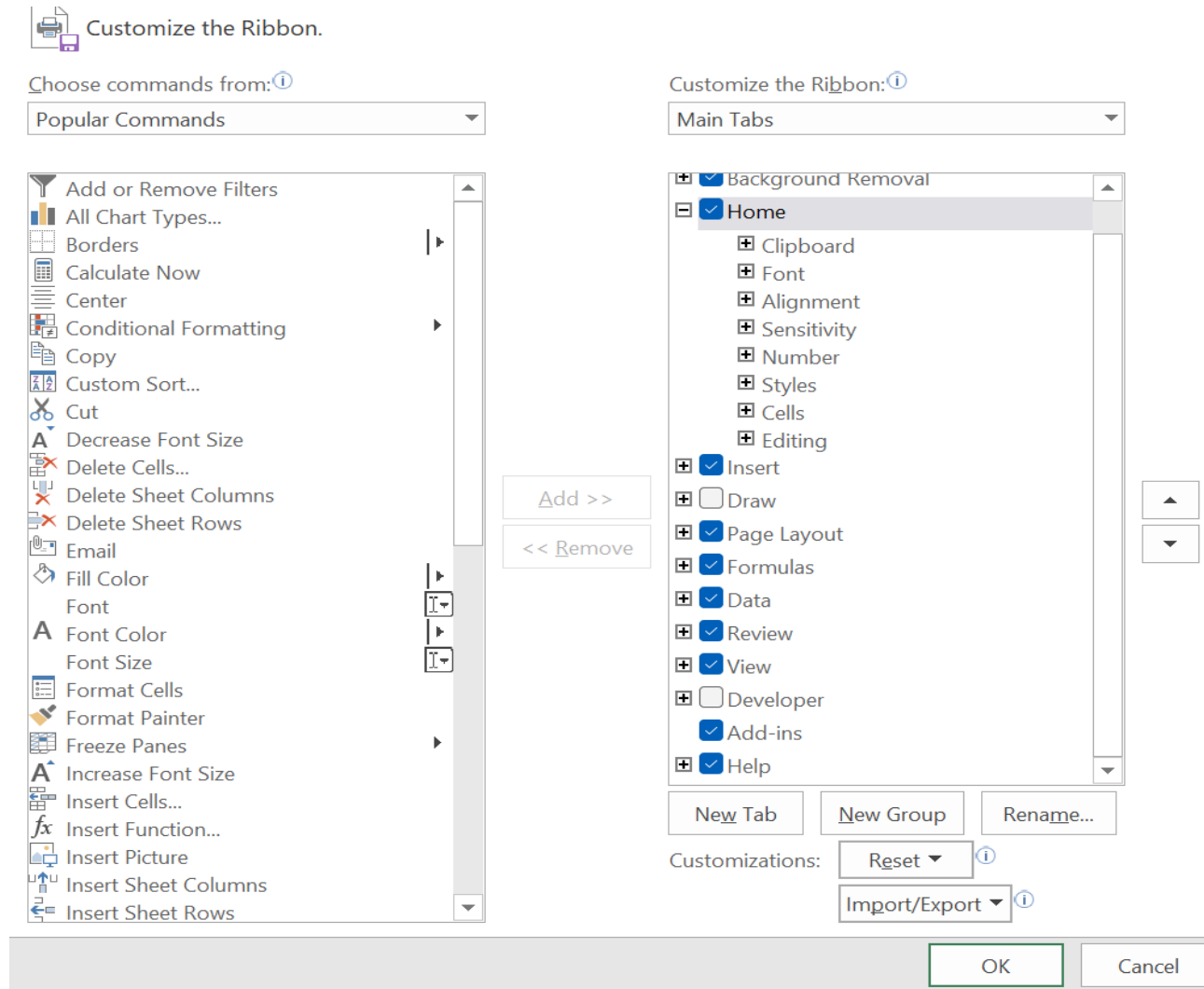

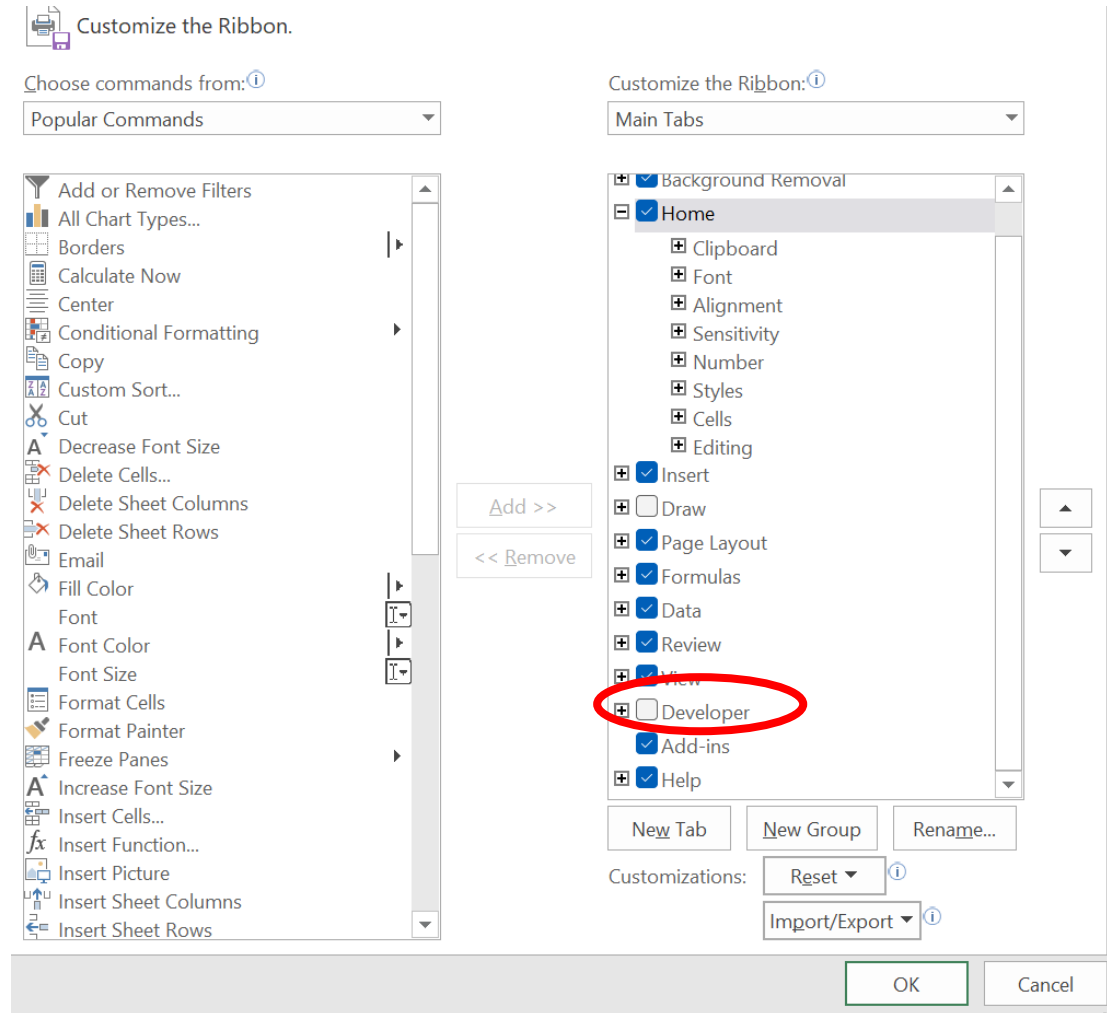After right click on the yellow box this prompt would show up

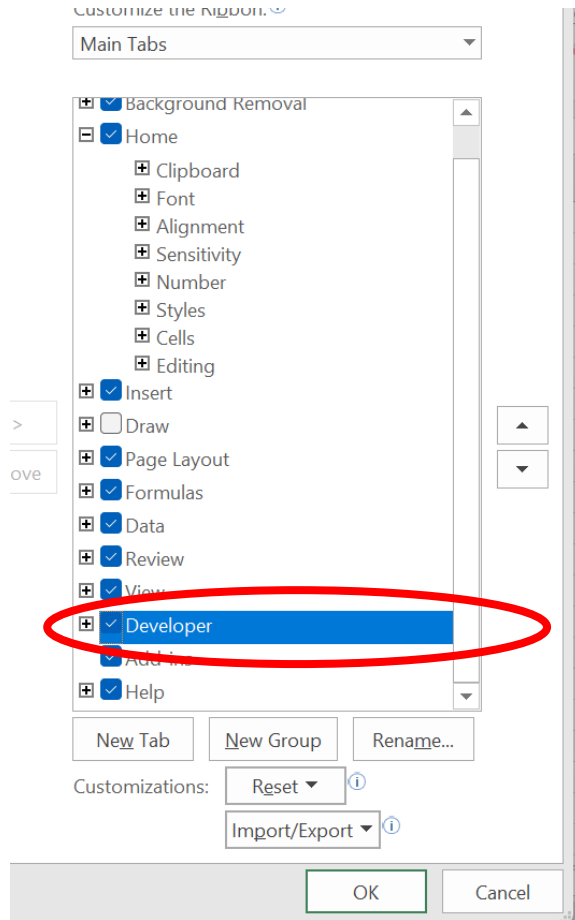# Step 4: If developer tab is not shown, right click and press customize the ribbon

Step 5: After pressing customize the ribbon it would prompt you to this page

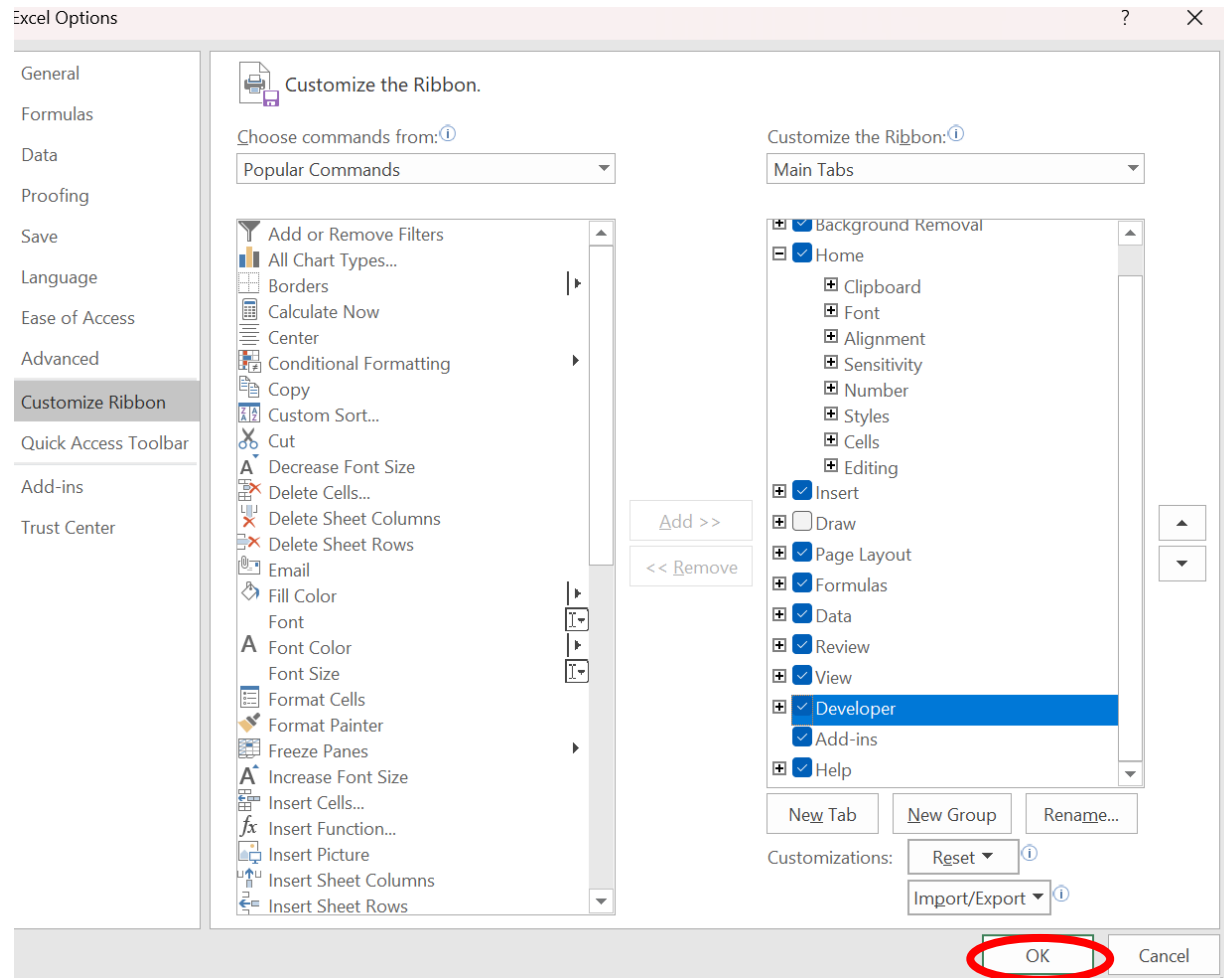# Step 6: Find for the Developer icon located on the bottom right

Step 7: After locating the Developer icon click on it

A blue tick should appear once it's clicked

Step 8: After clicking the Developer icon press ok on the bottom right

Step 9: Once that is done, the Developer icon would appear on the tab above