1.4.5 Modify Basic Workbook Properties

Now that you've completed this lecture, you should be able to modify the properties of your workbooks.

Try the techniques on your own using the following steps

1. Open the workbook named 145 provided as a resource with this TIY. Add a Title property of 'Ryanair' and a Category of 'Aircraft' to the workbook.

2. Add the following properties to the workbook:

    a. Manager - David Murphy

    b. Company - MOS University

3. Add a custom property of Division to the workbook and make the default value 'eLearning'.