

TROUBLE SHOOTING: Why is the cue sheet not working? Why can't I edit? Why are cells not auto-populating?

First ensure you are downloading the form that will work with your operating system.

The Excel version works for Windows or Apple products where Microsoft Office has been installed. The Numbers version works for Apple products where Microsoft Office has not been installed.

Steps to ensure all editing and functionality is enabled:

- Click on the file you want to download and save to YOUR computer
- Open the file
 - If you see the message **ENABLE CONTENT** – go ahead and click it to begin working
 - If you see a message the **MACROS HAVE BEEN DISABLED** – follow steps below
- **CLOSE** the file
- Find the file in your computer and **RIGHT CLICK** on the file name/image and select properties. Do not open the file – just right click on it.
- In the security section, check the **UNBLOCK** box and then **OK**
- Open the file and you should now see the **ENABLE CONTENT** message. Click and begin working.

