

x Excel



Excel

1. Open Excel



2. Select the Developer Tab 
 Review
 View
 Developer
 Help
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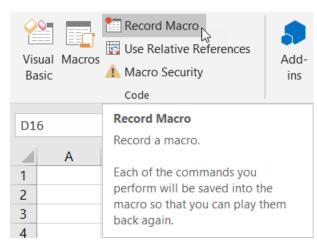
 ab
 Wrap Text

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 Merge & Center

 Alignment
 Image: Conter in the second secon

3. Click Record Macro to start recording your actions in Excel



4. The Record Macro popup appears. Presenting an opportunity to Enter a Macro Name, Shortcut Key, Store Macro In, and Description. Click Ok

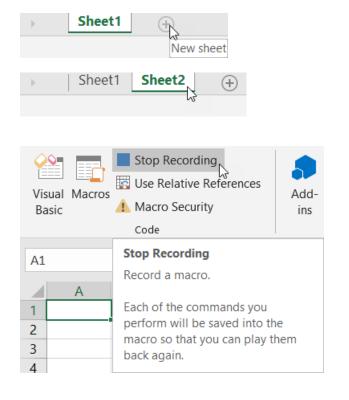
Record Macro			×
Macro name: Macro1			
Shortcut <u>k</u> ey: Ctrl+			
Store macro <u>i</u> n: This Workbook			~
Description:			
	ОК	Canc	el

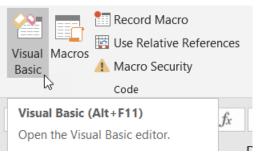
× Excel

5. All actions taken in Excel will be recorded. Click New sheet (A new worksheet appears)

6. Click Stop Recording to save this action in the Macro Recorder

7. Open Visual Basic

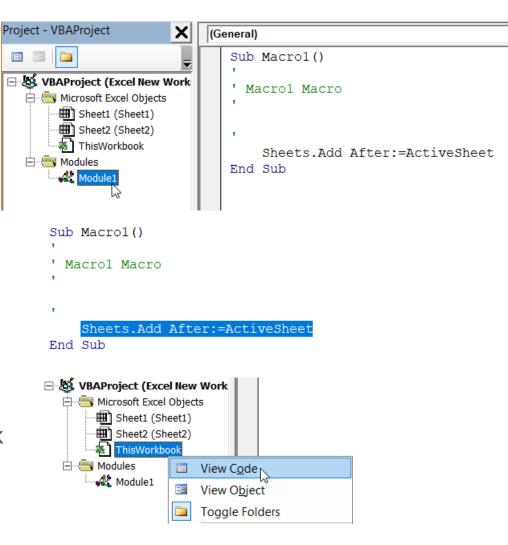




8. Navigate to Modules and select Module1. You will see Macro1

9. Select the following code and copy it

10. Right Click ThisWorkbook and select View Code





Excel

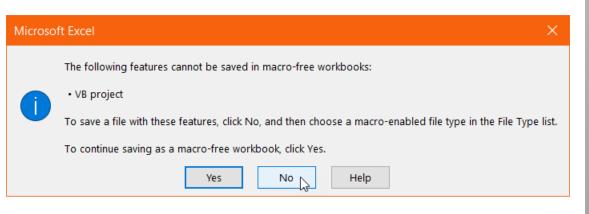
X

	Workbook
11. Type the following code	Sub Workbook_Open()   End Sub
	Workbook Sub Workbook_Open()

12. Paste in the copied code

W	orkbook
	Sub Workbook_Open()
	Sheets.Add After:=ActiveSheet End Sub

13. When attemptingto save or exit VisualBasic a popup appears.Click No

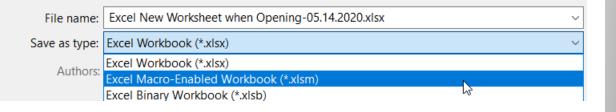




14. Select ExcelMacro-EnabledWorkbook(\*.xlsm) Click Save

15. Open the macro enabled Workbook

16. A new Worksheet will be created! (This will happen every time this workbook is opened)



Name

Sheet1 Sheet2 Sheet3 +
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## Thanks for reading Stay Awesome!



