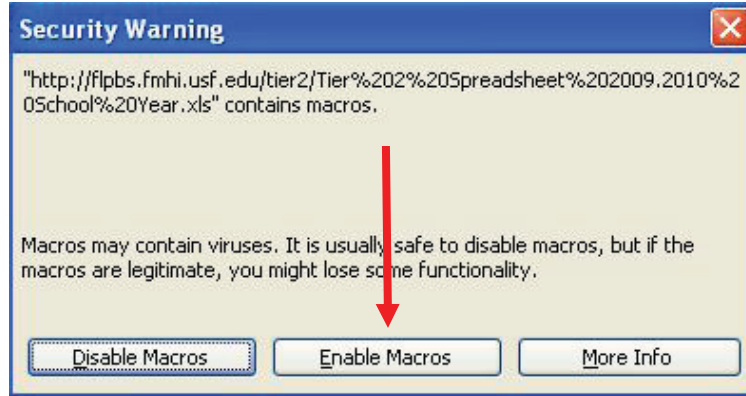
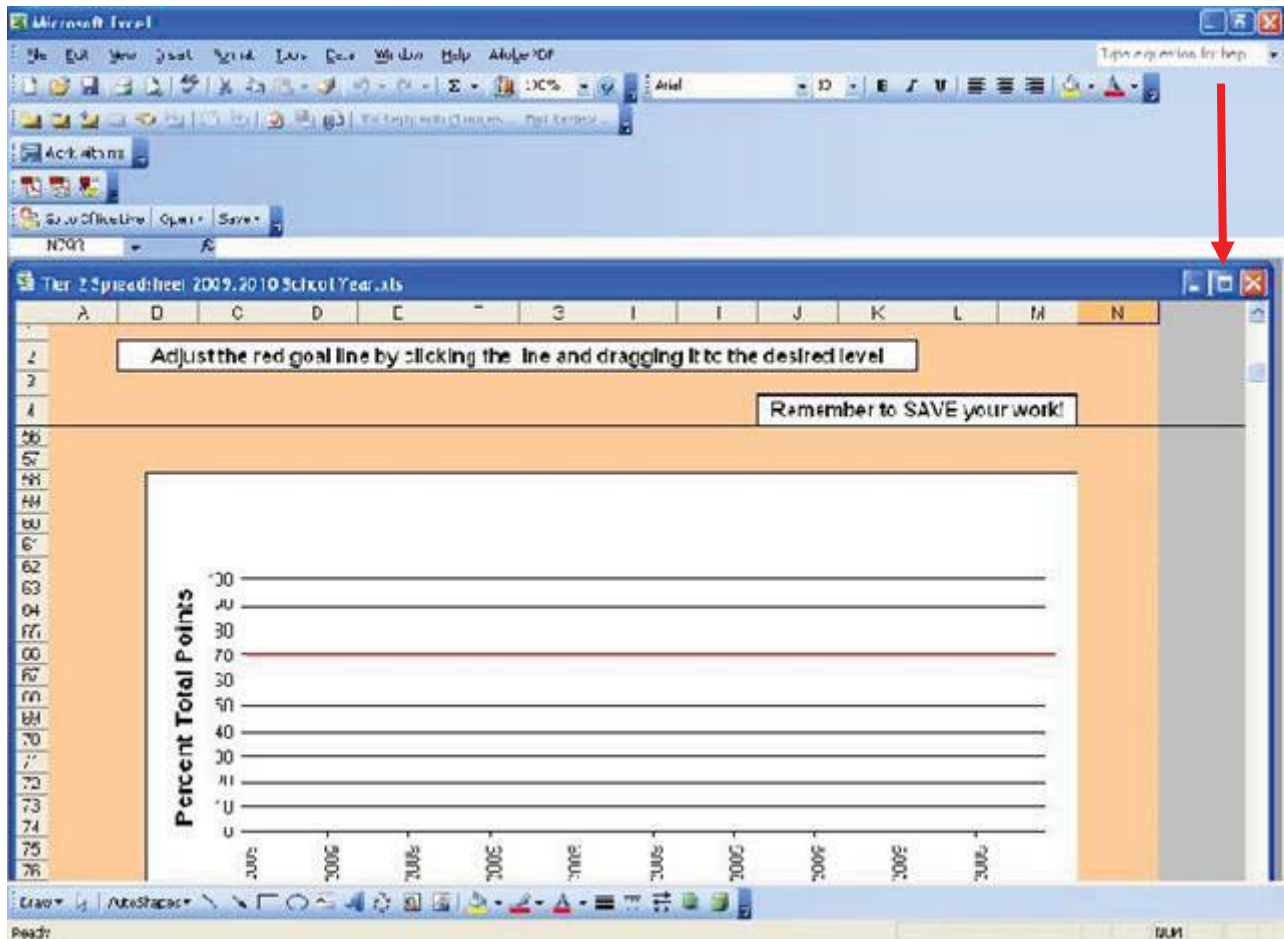


If you're having trouble using the Tier 2 spreadsheet, try these options:

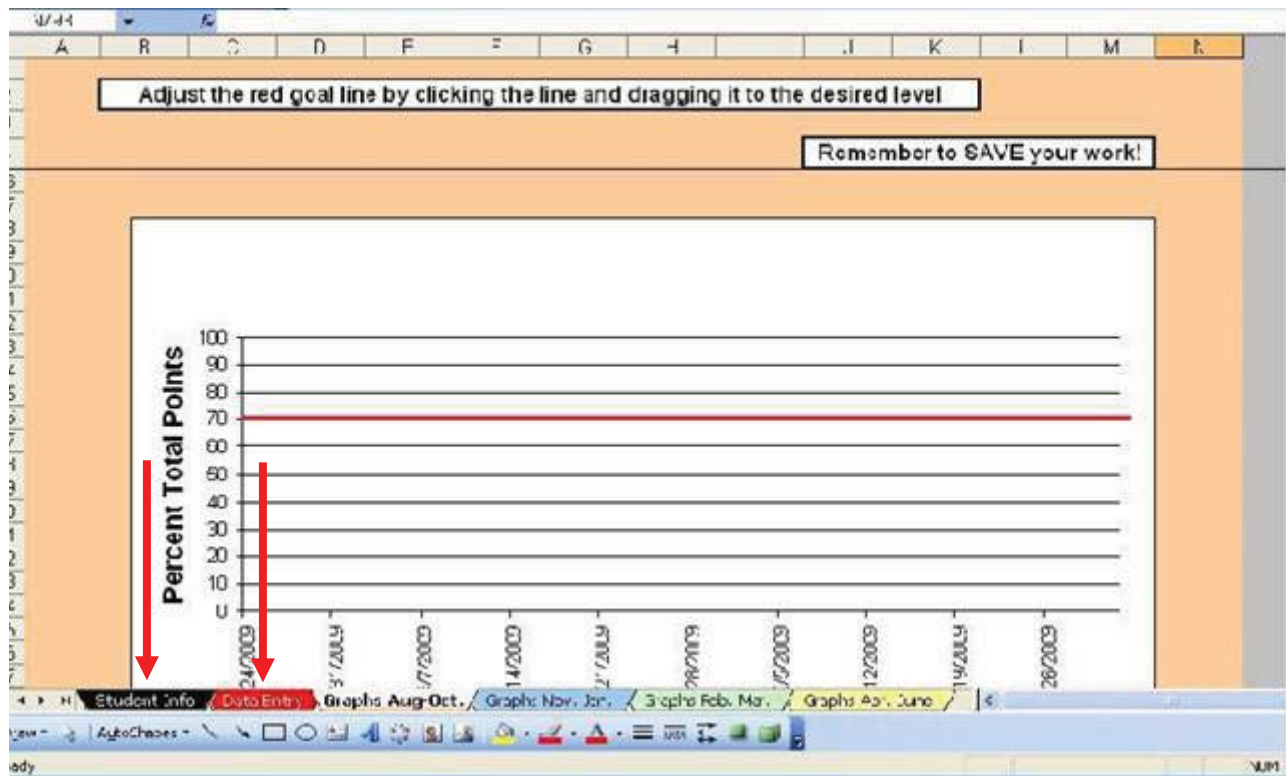
1. First, make sure you've "Enabled" the macros for the file. This window will pop up when you open the file. Click on "Enable Macros."



2. Next, make sure you've "maximized" the size of the spreadsheet within Excel. Once the spreadsheet opens, click on the box icon located between the "minimize" icon and the "close" icons on the opening page of the worksheet. This picture highlights the spot:



Clicking on the icon to maximize the size of the spreadsheet should enlarge the display area so you can see the different colored spreadsheet tabs on the bottom of the screen. Select the tab for "Student Info" or "Data Entry," and you'll be able to enter information for this year.



If this doesn't correct the problem, send Therese an email describing the problem:
tsandomierski@fmhi.usf.edu