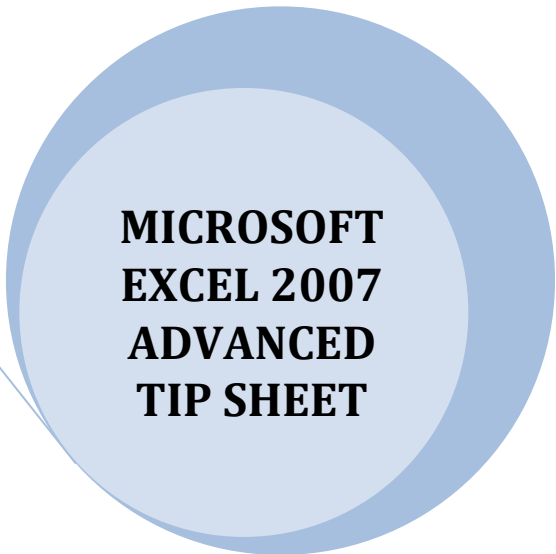
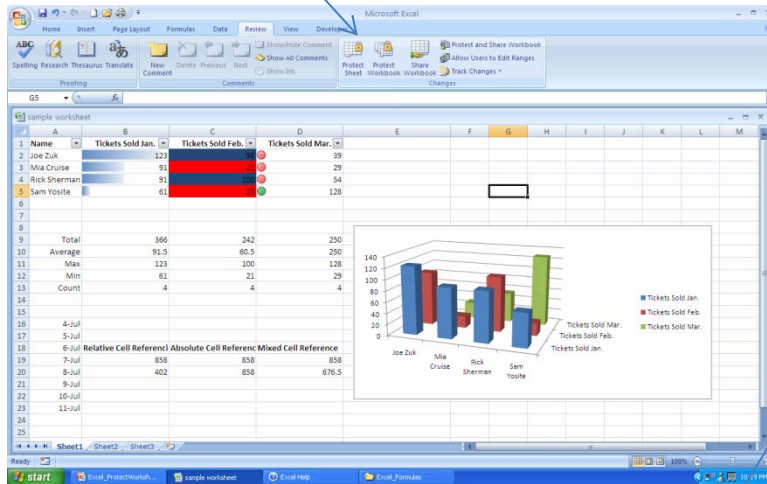


MS Excel - PROTECT WORKSHEETS

Protecting the worksheet or workbook allows other people to view it without taking or changing the data. To **Protect**, select the option in the **Review** tab and the **Changes** group. You can then use the dialog box to enter a password if desired.



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Worksheet and workbook dialog boxes to enter password and lock the spreadsheet.

