





Popular

Formulas

Proofing

Save

Advanced

Customize

Add-Ins

Trust Center

Resources



Change the most popular options in Excel.

## Top options for working with Excel

- Show Mini Toolbar on selection ⓘ
- Enable Live Preview ⓘ
- Show Developer tab in the Ribbon ⓘ

Color scheme: Black ▾

ScreenTip style: Show feature descriptions in ScreenTips ▾

Create lists for use in sorts and fill sequences: [Edit Custom Lists...](#)

## When creating new workbooks

Use this font: Body Font ▾

Font size: 11 ▾

Default view for new sheets: Normal View ▾

Include this many sheets: 3 ▾

## Personalize your copy of Microsoft Office

User name: Lucas Taylor

Choose the languages you want to use with Microsoft Office: [Language Settings...](#)

OK

Cancel

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Help keep your documents safe and your computer secure and healthy.

Protecting your privacy

Microsoft cares about your privacy. For more information about how Microsoft Office Excel helps to protect your privacy, please see the privacy statements.

[Show the Microsoft Office Excel privacy statement](#)

[Microsoft Office Online privacy statement](#)

[Customer Experience Improvement Program](#)

Security & more

Learn more about protecting your privacy and security from Microsoft Office Online.

[Microsoft Trustworthy Computing](#)

Microsoft Office Excel Trust Center

The Trust Center contains security and privacy settings. These settings help keep your computer secure. We recommend that you do not change these settings.

Trust Center Settings...



OK

Cancel

Trusted Publishers

Trusted Locations

Add-ins

ActiveX Settings

Macro Settings

Message Bar

External Content

Privacy Options

**Macro Settings**

For macros in documents not in a trusted location:

- Disable all macros without notification
- Disable all macros with notification
- Disable all macros except digitally signed macros
- Enable all macros (not recommended; potentially dangerous code can run)

**Developer Macro Settings**

- Trust access to the VBA project object model

OK

Cancel