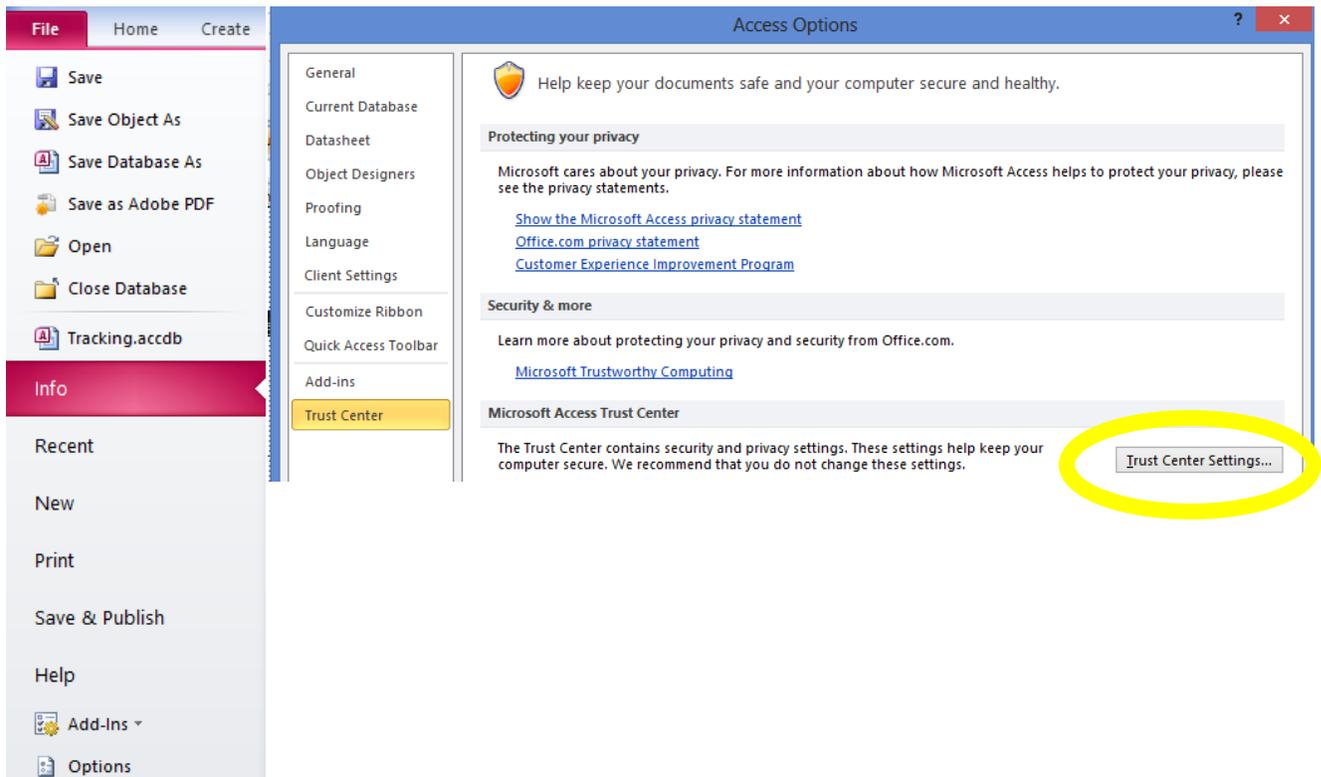


Access Trust Center Settings

For some reason, Microsoft doesn't actually want you to take advantage of the powerful automatic features available in Access ... so it blocks everything that makes it useful. But no worries – it's easy to fix. Just follow these directions the first time you open Access and then it will work from then on.

First, go to **File/Options**. Then go to the **[Trust Center]** and then select **[Trust Center Settings]**.

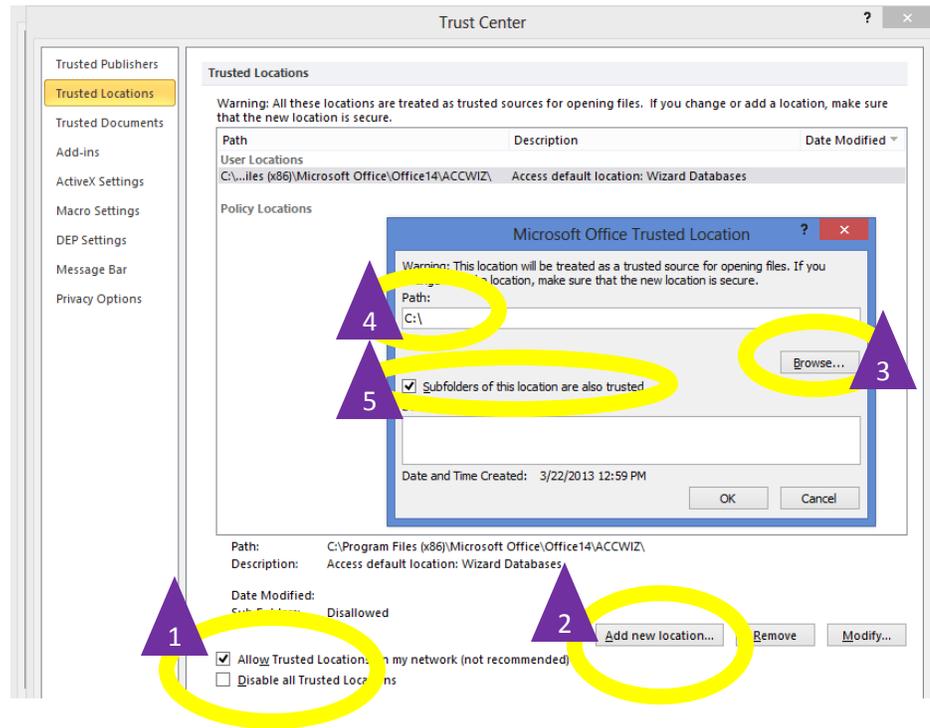


The first setting is [Trusted Locations]. Check “Allow Trusted Locations on my network” (ignore the stupid “not recommended”).

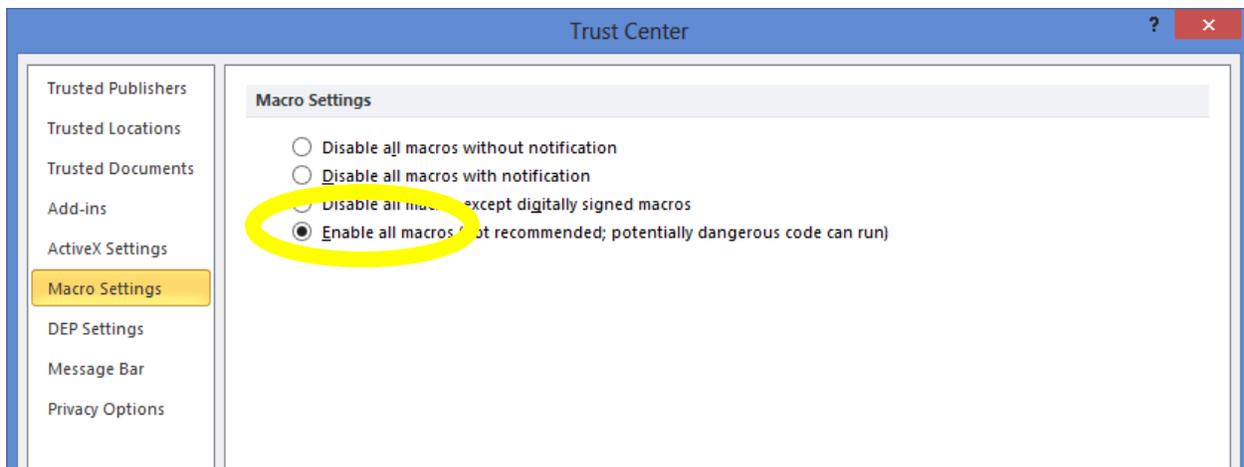
Then click on [Add new Location] and use the [Browse] button find your c drive.

Make sure “Subfolders of this location are also trusted” is checked and click [OK].

Repeat for all your network drives.



Next, go to [Macro Settings] and click on “Enable all macros,” ignoring the stupid stuff.



Click [OK] twice and start working on the database!

