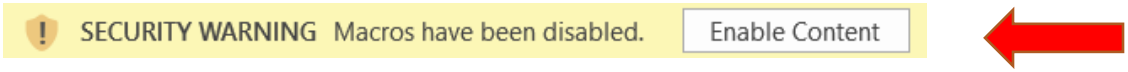
How to unblock workbook macros

Background

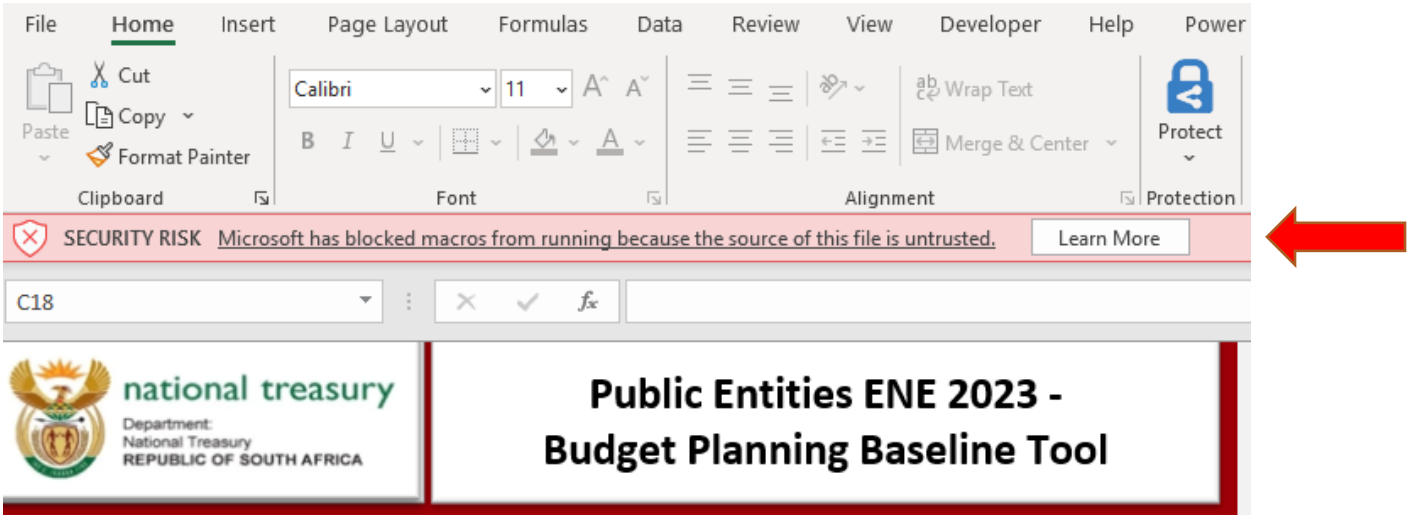
Microsoft is making security changes so that any Microsoft office files downloaded from the internet which contain macros will be blocked by default. While it may be frustrating to users, it ensures they stay safe online, which is of critical importance. This change has started to roll out to those on the Beta/Insiders channel of the Office 365 subscription.

Previously, when users opened macro files with the Mark of the Web, there was a warning which required the user to Enable Content.



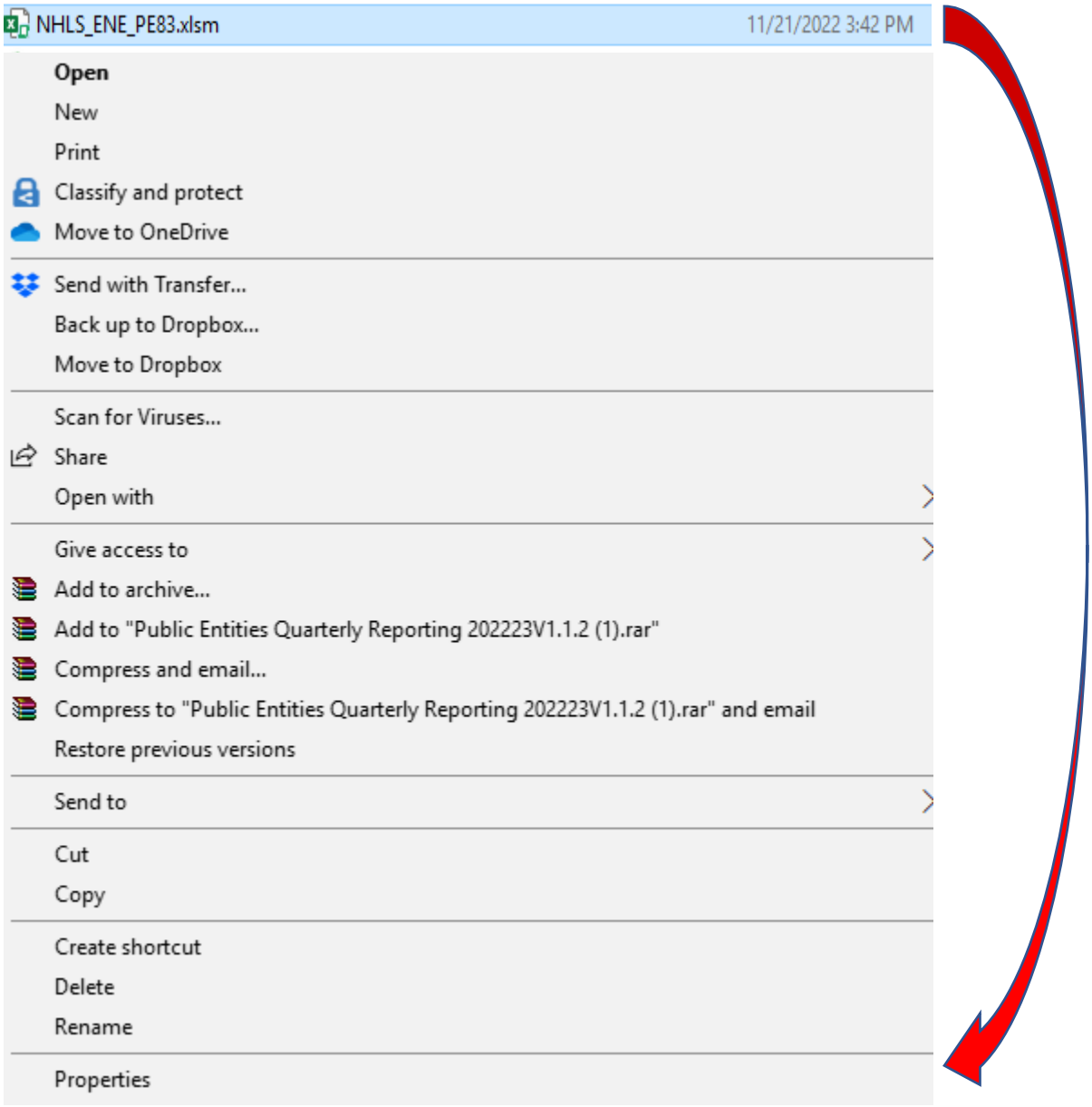
Unfortunately, too many users were clicking **"Enable Content"** without considering whether the file is safe.

The new behavior that users will see is a message: **"Microsoft has blocked macros from running because the source of this file is untrusted"**. This will be the same message for most files downloaded from the internet, so even safe macros will have this warning. Microsoft is hoping that users will only enable files they trust.

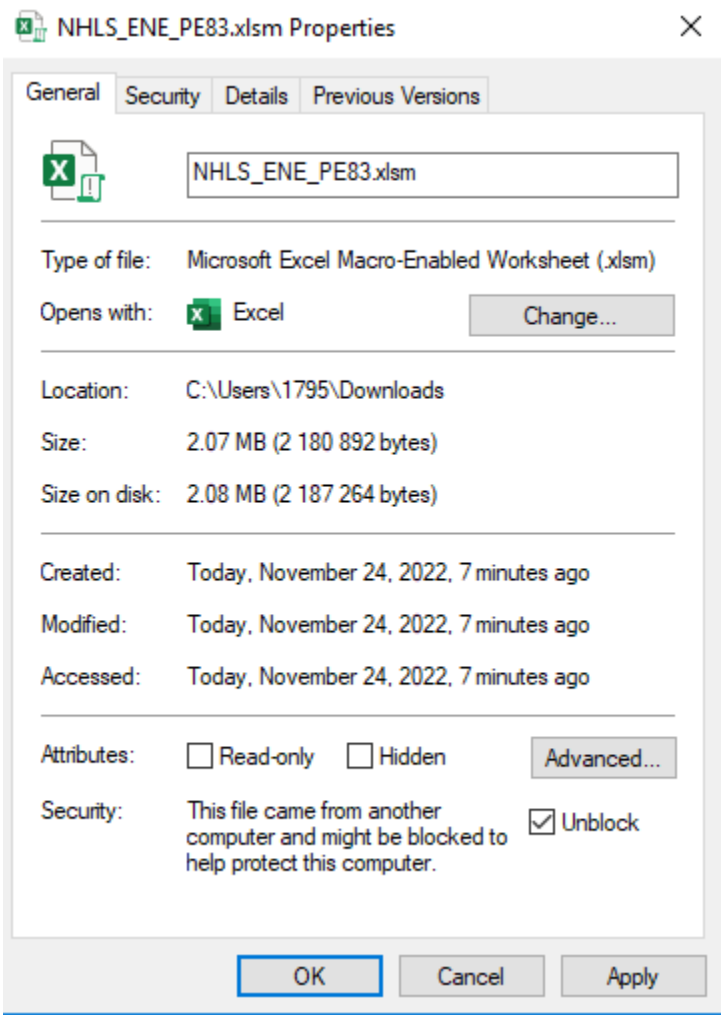


The steps to unblock a file are:

1. Close the workbook
2. Navigate to the location where the workbook is saved
3. **Right-click** on the file and select **Properties** from the menu



4. Check the **Unblock** box, then click **OK**



5. Open the workbook

Now the workbook will be unblocked and the macros can now be run. It is essential to only unblock files from sources that you trust.