



step 1

step 2

- Macro Manager Alt+Shift+F11
- Macro Editor... Alt+F11
- Run Macro...
- VSTA Editor... Alt+Shift+F12
- Start Recording
- Pause Recording
- Stop Recording Ctrl+Shift+O
- Cancel Recording
- Record Temporary Macro Ctrl+Shift+R
- Run Temporary Macro Ctrl+Shift+P
- Add-in Manager...
- Add-ins