Scroll bars in Excel 2007 MJM

1. Click the round icon at the upper left of the Excel sheet.



1. Click ***Excel Options*** at the bottom
2. Click to put the Developer tab on your top menu



1. Now click ***Developer***on the top menu and select ***Insert***

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*This is the* ***scroll bar.*** *Click it once then drag over a rectangular region on your spreadsheet. Doing this will put you into* ***Design Mode*** *(that panel will light up).*



The screen above shows a newly installed scroll bar with handles around it.

***Right-click*** on the new scroll bar within the handles. Then select ***Properties*** from the drop-down menu

(Picture of the Properties menu on next page)

Enter a ***Linked Cell*** address (like ***D6*** or something). This is where the integer goes.

 I always use a ***Large change*** of 10, for when you click in the gray area (goes 10 times faster than with the triangles at either end of the scroll bar.)

A ***Max*** value of 1000 or 2000 is usually fine.

Now click ***Design Mode*** again to get out of Design Mode.

Try out your new slider (scroll bar) by dragging the button and seeing the integer change.

