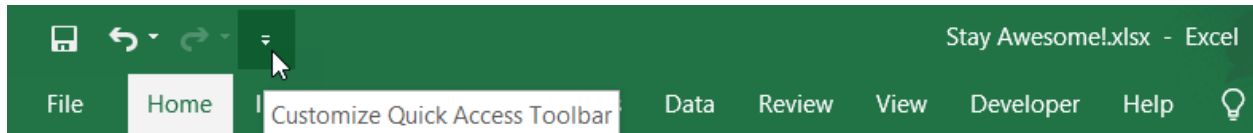


Activate the Developer Tab

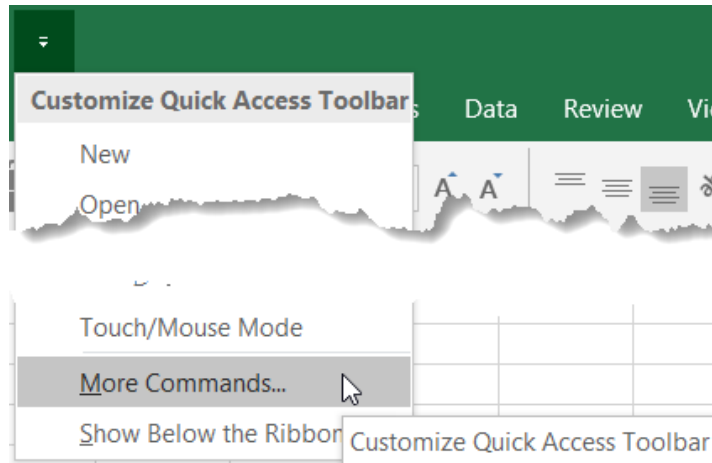
This tutorial will show you how to activate the Developer Tab for [Excel](#), [Outlook](#) and [Word](#).



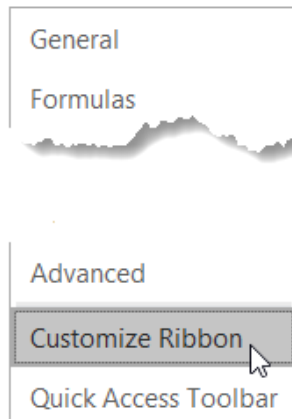
1. Click the Customize Quick Access Toolbar arrow




2. Select More Commands



3. Select Customize Ribbon




4. In the Main Tabs section find the Developer tab

Customize the Ribbon: 


Main Tabs 

Main Tabs



- Background Removal
- Home

- View
- Developer** 
- Add-ins
- Help

5. Checkmark the Developer tab. Click Ok

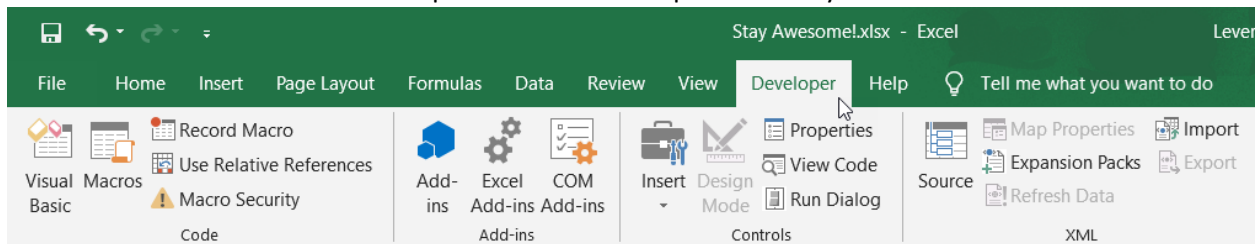
- Developer** 
- Add-ins
- Help

New Tab New Group Rename...

Customizations: Reset  Import/Export 

OK Cancel

6. Developer will now be an option within your Main Tabs



Outlook Open Outlook

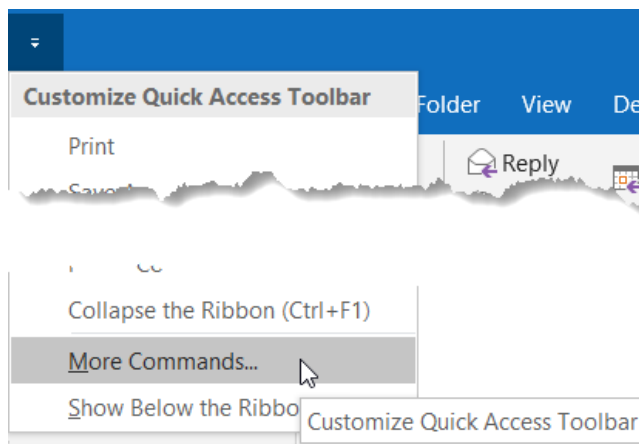


Outlook

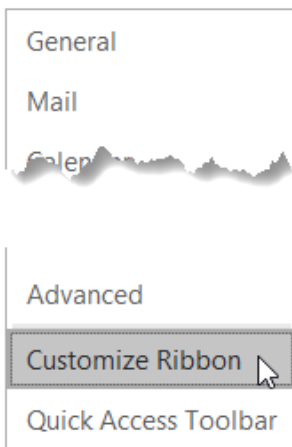
1. Click the Customize Quick Access Toolbar arrow



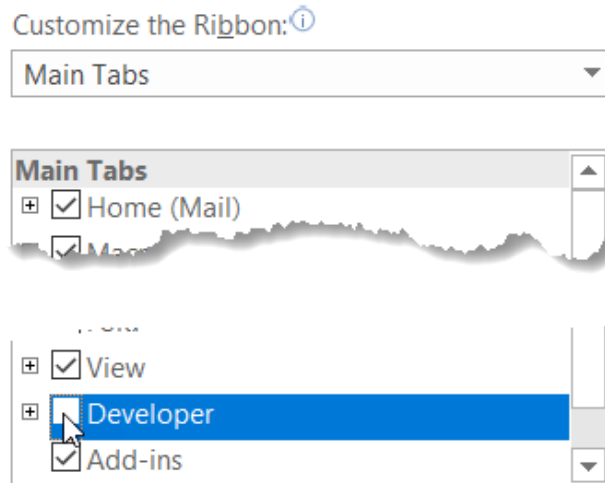
2. Select More Commands



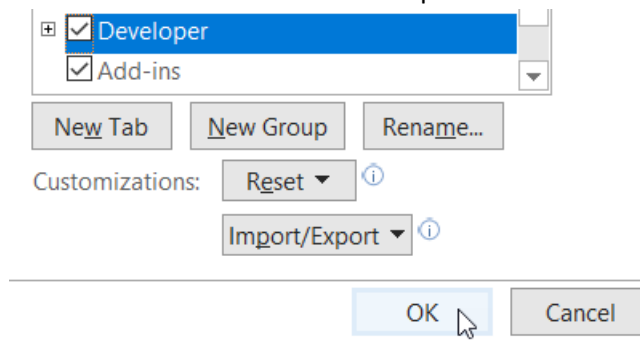
3. Select Customize Ribbon



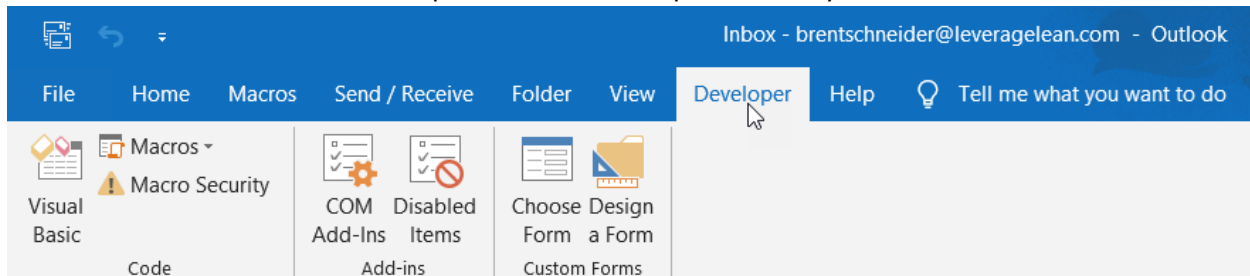
4. In the Main Tabs section find the Developer tab



5. Checkmark the Developer tab. Click Ok



6. Developer will now be an option within your Main Tabs

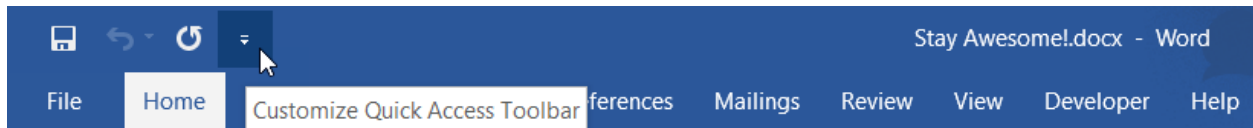


Word
Open Word

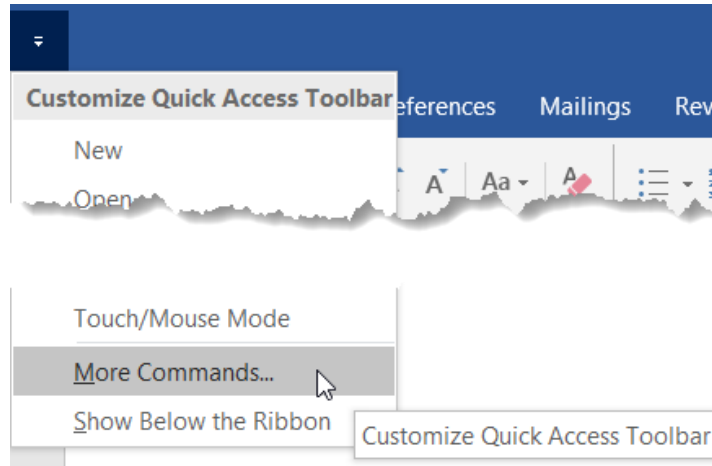


Word

1. Click the Customize Quick Access Toolbar arrow




2. Select More Commands

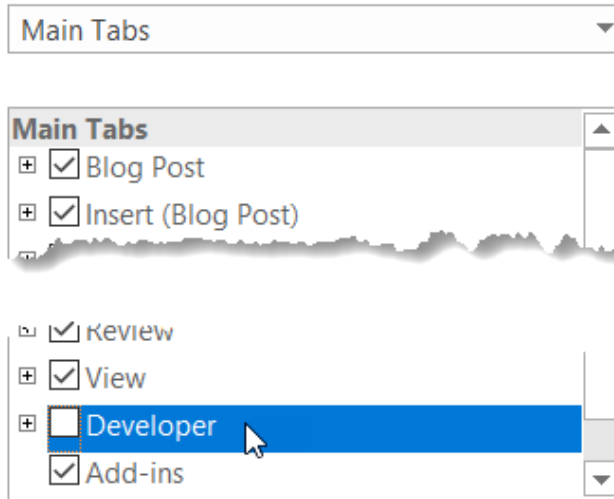


3. Select Customize Ribbon

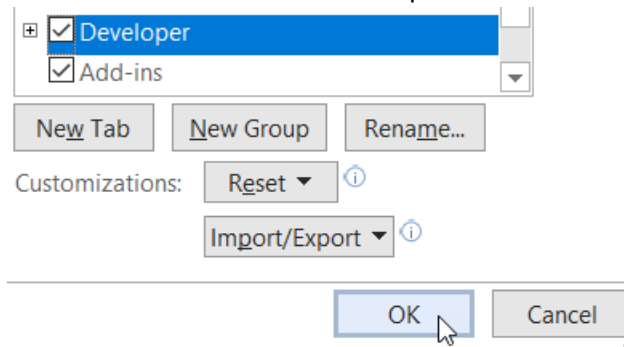


4. In the Main Tabs section find the Developer tab

Customize the Ribbon: 



5. Checkmark the Developer tab. Click Ok



6. Developer will now be an option within your Main Tabs

