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### **Print or Print Preview Problem Using the NMP and NBS Standard Format Spreadsheets with Excel 2010**

When using either the NMP or NBS Standard Format Spreadsheets with Excel 2010, and printing or previewing the spreadsheet printout, it is necessary to follow these steps when using the printing dialog box or manually printing or previewing:

1. Save the file before starting a print preview or print process.
2. View the print preview and/or print the spreadsheet
3. Close the file without saving changes after completing a print preview or print process. The file can then be re-opened to complete additional work or make changes.

These steps are necessary to work around an Excel 2010 error reported through Microsoft that can impact the buttons and checkboxes used to enter information.

Please direct questions regarding this information to Jennifer Weld.

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