

## **INSTRUCTIONS:**

How to protect your **My Life In A Flash** spreadsheet in Windows Office/Excel on PCs:

1. Make a **backup copy** of this Excel spreadsheet.
2. Go to the drive where **My Life In A Flash** spreadsheet is located.
3. Open **MLIAF v8PC** file.
4. Go to **File > Protect Workbook**.
5. Choose **Encrypt with Password**.
6. Enter your **Password in the Password box**.
7. Reenter your **Password in Password box**.
8. Click **OK**.
9. **Keep a copy of your Password in a safe place.**

If you have problems using this product, send email comments to: [support@mylifeinaflash.com](mailto:support@mylifeinaflash.com).

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