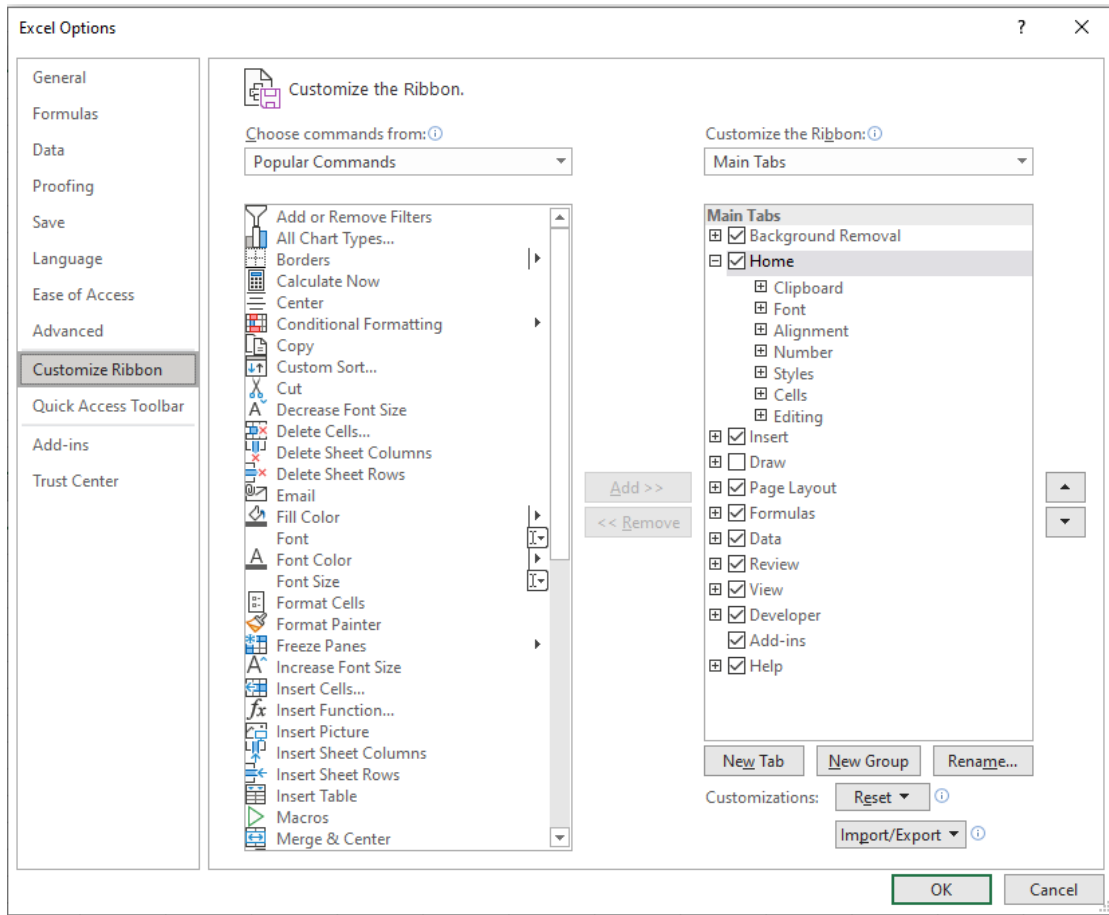


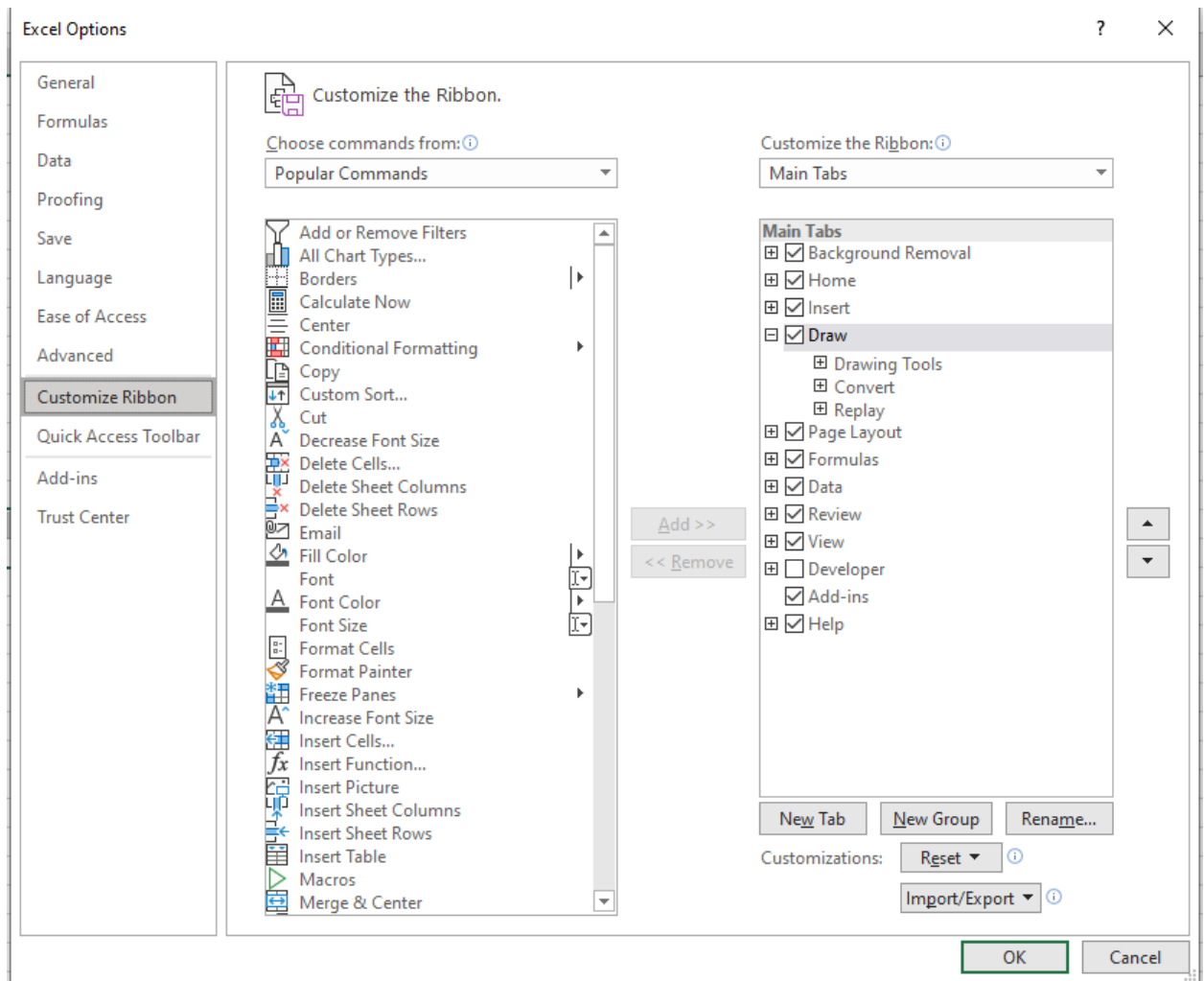
## Practice Exercise 2: Tabs and Ribbon

### Instructions: Enabling and Disabling Tabs

1. Create a new workbook
2. Click File. Click **Options**
3. Excel Options dialog box will appear, go to **Customize Ribbon**.



4. Uncheck **Developer Tab**, and check **Draw Tab**



5. Notice that your default tabs have changed. Developer tab is now removed and Draw tab is added.

