

4. Go to <File> and select <Open>. Find desktop and select file **Connectivity_macro**. Click to open the file.
5. A warning dialog box will appear which will ask if you want to Disable or Enable macros in the downloaded file. Select **Enable macros**.
6. Do not change anything in the opened file and return to the workbook containing your data. Keep the file **Connectivity_macro** open in the background.
7. Go to <Tools>, then <macro> and select <macros>
8. A macro dialog box will open. In the list of macros select **Connectivity_macro.xls!Macro1**
9. Once selected click on <Run> command on the right hand side of the dialog box
10. The macro will run by itself and give you a renamed **<Output>** Worksheet which will display the Gross Network Connectivities against the names of the cities. There will be two more worksheets i.e. **<Data>** and **<Calculations>**. The 'Data' sheet will contain your original data, the 'Calculations' sheet will have firm specific connectivities for each city which are summed for the Gross Connectivity in the **<Output>** sheet.
11. Copy the output into another file for further analysis. Save this file into your local directories for reference only.
12. The output will show a list of zeros below the list of cities for which you have data because it is programmed to calculate connectivities for 1100 cities. Ignore the zeros below your list of cities and copy the results into another file.
13. Close the **Connectivity_macro** file without saving changes.
14. Save the output file by a name of your choice.