

You will need to Unprotect individual Form 561 Excel worksheets downloaded from the FERC website in order to add and delete rows. To Unprotect a worksheet, follow the steps below for the version of Microsoft Excel with which you are working.

If you are using Microsoft Excel 2010:

1. Select the Home tab,
2. Click on the arrow below the Format icon (usually to the right on your Home toolbar), then, in the dropdown,
3. Select Unprotect sheet.

If you are using any Microsoft Excel version older than 2010:

1. Select Tools,
2. Go to Protection in the dropdown,
3. Choose Unprotect sheet.

If you have any questions, please send them to form561@ferc.gov.

Thanks.