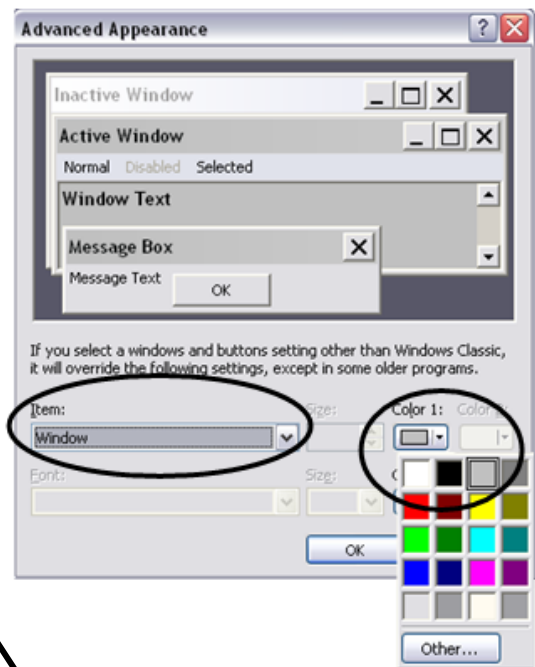
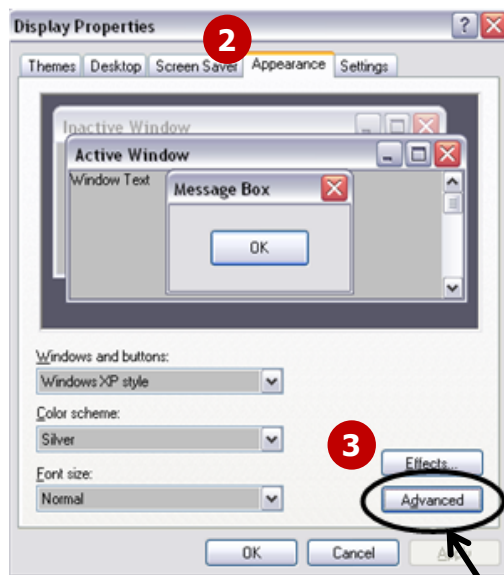
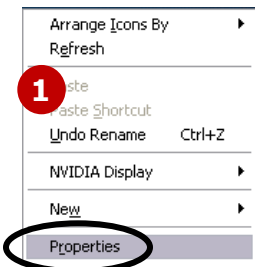
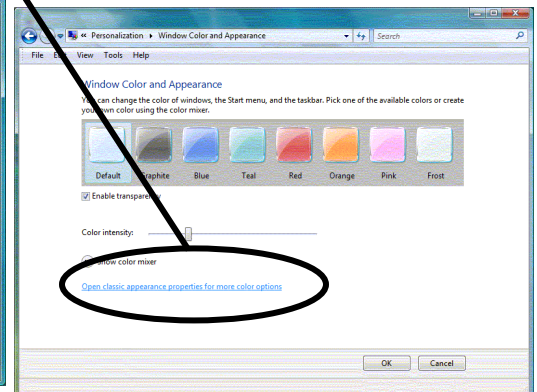
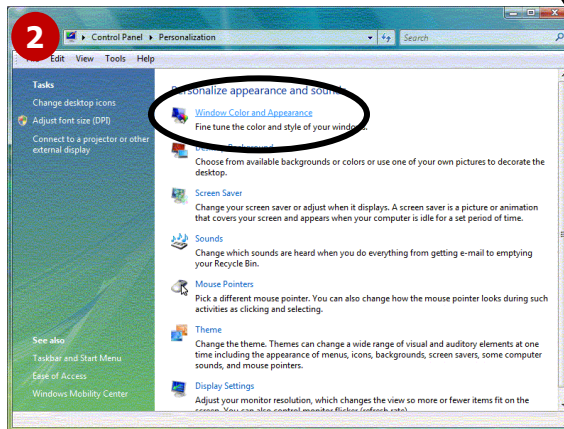
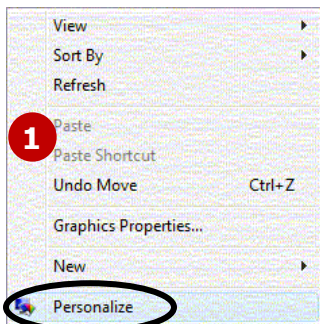


When building financial models, analyses and spreadsheets, it is common to hide cells in white so that they do not appear on a print-out. Likewise, sometimes, a cell needs to be shaded so as to distinguish it from other cells, but again without the shading printed out – simply shade the cell with white fill. However, in order to see the white cells and white shaded cells, it is necessary to change the background of Excel and your computer to a color other than white.

Windows XP and prior	Windows Vista
<ol style="list-style-type: none"> 1. Right-click on your desktop → “Properties” or Start → Settings → Control Panel → (Appearance & Themes) → Display 2. In the “Display” dialog box that appears, go to the “Appearance” tab 3. Within the “Appearance” tab, click on the “Advanced” button → Under “Item”, select “Window” and next to it, under “Color 1”, select a light shade of gray → Click “OK” twice 4. Note: Older versions of Windows will not have “Advanced” button”, so simply select Window from the “Item” option in the middle of the Display Properties dialog box. 	<ol style="list-style-type: none"> 1. Right click on your desktop and select “Personalize” 2. In the Personalization dialog box that appears, click on the first option, “Window Color & Appearance” 3. In the “Window Color & Appearance” dialog box, click on “Open classic appearance properties for more color options” 4. The “Appearance” tab should open 5. Within the “Appearance” tab, click on the “Advanced” button → Under “Item”, select “Window” and next to it, under “Color 1”, select a light shade of gray → Click “OK”



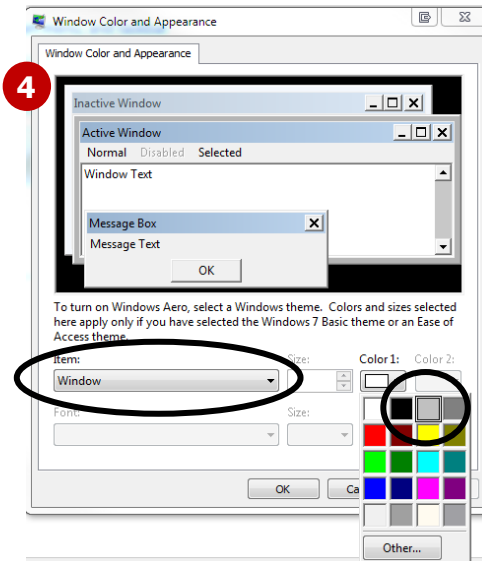
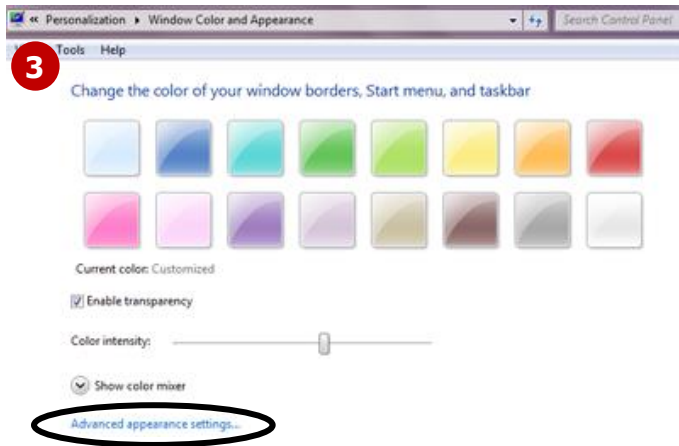
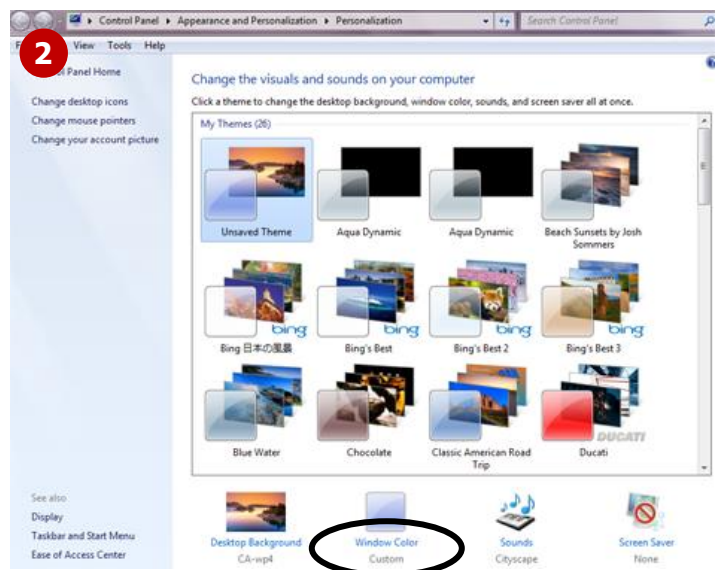
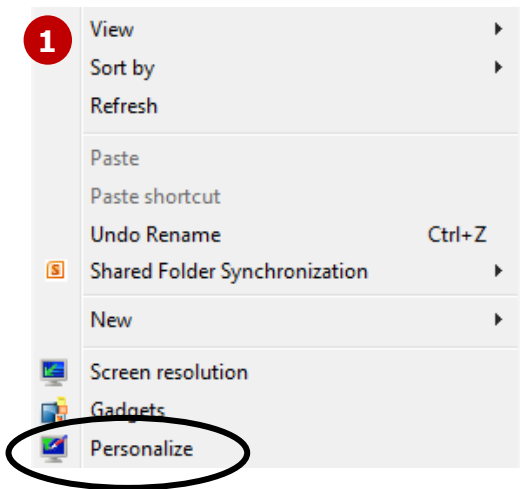
Windows Vista selected screen captures:



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Windows 7

1. Right-click on your desktop → “Personalize” or Start → Control Panel → (Appearance and Personalization) → Personalization
2. In the Personalization dialog box that appears, click on the first option, “Window Color”
3. Click on “Advanced appearance settings...”
4. In the “Window Color and Appearance” window, under “Item”, select “Window” and next to it, under “Color 1”, select a light shade of gray → Click “OK”

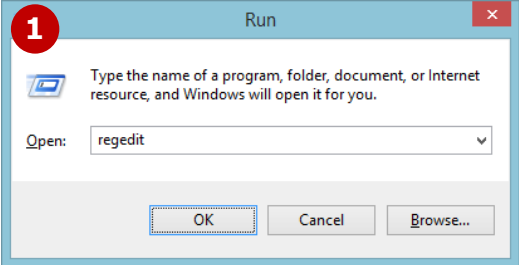


**CHANGING BACKGROUND TO GRAY
WINDOWS 8/10**

When building financial models, analyses and spreadsheets, it is common to hide cells in white so that they do not appear on a print-out. Likewise, sometimes, a cell needs to be shaded so as to distinguish it from other cells, but again without the shading printed out – simply shade the cell with white fill. However, in order to see the white cells and white shaded cells, it is necessary to change the background of Excel and your computer to a color other than white.

Windows 8/10

1. Press the Windows logo key + R to open the "Run..." dialog, enter **regedit**
2. If prompted (by UAC or otherwise), confirm that you would like to run it
3. On the left, click **HKEY_CURRENT_USER → Control Panel → Colors**
4. Scroll down on the right panel to the "**Window**" entry and double-click it
5. Change the "Value data" to the RGB value for a gray color, such as: **192 192 192** (be sure to have a space between the numbers)
6. Restart Windows so the gray background can take effect
- 7a. Sometimes, Windows will revert the background to white after a Sleep or Restart, so right click on your desktop and click "Personalize"
- 7b. If using Windows 10, click Themes → Theme settings
8. Name and save your theme (which can now be loaded anytime)



*NOTE: We do not recommend modifying registry entries unless you are an advanced user. However, Windows 8/10 has removed the Window background color settings from the Control Panel, and you may want to back up your registry entries (File → Export) before making any modifications.

