

To Save a Worksheet as a Web Page

1. Open your worksheet and make sure it is saved.
2. On the file menu, click **Save as Web Page**.
3. Click **Publish**.
4. In the **Choose box**, check **Sheet All**.
5. In the Viewing options section, select the **Add Interactivity with check box**.
6. Select the type of functionality you want.
7. To add a title, click **Change**, type the title you want, and click **OK**.
8. In the file name box, click **Browse**, locate the drive, folder, Web server, or FTP location where you want to save your worksheet.
9. To view the Web page in your browser after saving, select the **Open published Web page in browser check box**.
10. Click **Publish**.