

## VBA for Excel

Duration: 2 Days

Price: £470 + vat

This course is designed to give a good working knowledge of Visual Basic for Applications – concentrating on Microsoft Excel. Delegates should have attended the Advanced Excel Course and have a good understanding of Excel functions and Templates. The Visual Basic for Applications content of the course can be applied to other Microsoft Applications.

### Course content:

#### Creating Record Macros

- Recording a Macro
- Running a Macro
- Running a Macro from the Macros Dialog Box
- Creating a Short-cut key to run a macro
- Running a Macro with a Shortcut key
- Assigning a Macro to a Menu or Toolbar
- Editing a Macro with Visual Basic

#### Visual Basic Editor

- Objects
- Methods
- Properties
- Programming Tools
- The Menu Bar

#### The Project Explorer

- Using the Project Explorer

#### The Properties Window

- Changing a Property

#### Using Constants

- Excel Constants
- Variable Constants

#### Excel Objects

- Objects, Properties and Methods
- Getting & Setting Properties
- Calling Methods
- Passing Arguments
- Singular Objects & Collections of Objects

#### Variables

- Dimensioning a variable
- Using variables in routines
- Object Variables

#### Using Visual Basic Functions

- InputBox Function
- MsgBox Function
- Using a Set Statement

#### Building Formulae Control Structures

- If...Then Decision Structures
- Logical Operators
- Select Case Decision Structures
- Case Else
- Comparison Operators with Select Case Structure
- For... Loops
- Do Loops
- While...Wend Statement

#### UserForms

- Designing & Creating Forms
- Working with Controls
- Creating Custom Dialog Boxes
- Userform Properties Methods & Events

#### Event Handling

- VBA Editing & Debugging
- Auto Macros
- Error Handling

### Course Prerequisites:

Delegates should have attended our Advanced Excel Course and have a good understanding of Excel functions and Templates.