

Microsoft Excel VBA - Foundation

Excel VBA is a programming application that allows you to use Visual Basic code to run the many features of the Excel package. This intensive two day course is designed to provide delegates with the knowledge to manipulate Excel, using macros, custom functions, user forms and multiple Visual Basic for Applications (VBA) procedures. This is a generic course and is suitable for users of any version of Microsoft Excel.

Who will the course benefit?

Anyone wishing to automate common worksheet operations, convert worksheets into forms and understand Excel VBA code.

Delegates should have attended an Excel Advanced course, or demonstrate the equivalent knowledge.

In this course the following areas will be covered:

Introduction to VBA/Macros

- Recording a Macro
- Macro settings and the personal Macro workbook
- Using cells and ranges
- Absolute and relative recording
- The VBA design environment
- Understanding and editing VBA code
- Objects, properties methods and events

VBA/Excel interaction

- Using data in VBA
- Defining constants, variables and arrays
- User input boxes
- Message boxes
- User defined functions

Application of VBA

- Calling functions and sub procedures
- Autorun procedures
- Running code at a preset time
- Assigning macros to toolbars and buttons
- Debugging code and error handling
- Experimenting in the immediate window

Forms and tools

- Developing user forms
- Using forms and tools
- Using code with Activex controls

Making decisions

- If statements
- Select case
- Do until loops
- For next loops



For information and support

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