

VBA FUNDAMENTALS IN EXCEL

AVAILABLE IN OFFICE 365, 2019, 2016, 2013 & 2010



Macros Revision

- ▶ Recording & Running Macros
- ▶ Adding Macros to the Excel Interface
- ▶ Setting Macro Protection Levels

Getting Started with Visual Basic Editor

- ▶ Exploring the Visual Basic Editor
- ▶ Understanding VBA Procedures
- ▶ Commenting & Editing VBA Code

Objects & Object-Oriented Programming

- ▶ Understanding Objects & Dot Syntax
- ▶ Referencing Cells with the Range Object
- ▶ Organising Code using With... End With

Editing Features

- ▶ Running Code in the Immediate Window
- ▶ Completing Code with Auto Lists

Message Boxes

- ▶ Creating & Customising Message Boxes
- ▶ Receiving Information from Message Boxes

Variables

- ▶ Understanding & Naming Variables
- ▶ Methods of Declaring Variables
- ▶ Defining Variable Data Types
- ▶ Declaring & Using Constants
- ▶ Assigning Values & Objects to Variables

Input Boxes

- ▶ Creating Input Boxes to Receive User Data
- ▶ Understanding & Customising Input Boxes

Writing Procedures

- ▶ Calling Procedures from Different Locations

Function Procedures

- ▶ Understanding and Using Intrinsic Functions
- ▶ Writing User-Defined Functions
- ▶ Using User-Defined Functions in VBA & the Excel Interface

Conditional Control Structures

- ▶ Controlling Program Flow Using IF Structures
- ▶ Using Select Case Structures
- ▶ Looping Control Structures
- ▶ Repeating Code Using Loops
- ▶ Definite Loops
- ▶ Indefinite Loops

Controls Dialog Boxes and Forms

- ▶ Creating User Forms
- ▶ Using Form Controls
- ▶ Adding VBA Code to User Forms

Using Pivot Tables

- ▶ Understanding Pivot Tables
- ▶ Creating Pivot Tables with VBA
- ▶ Manipulating Pivot Tables with VBA

Debugging & Error Trapping

- ▶ Identifying Error Types
- ▶ Reducing Errors in Code
- ▶ Checking Code with Debugging Tools
- ▶ Writing Code to Handle Errors

Course Duration: 3 Days

Price Per Delegate: £895
(Public Scheduled Course)

Price Per Course: £2,945
(On-Site at Customer Premises)

Suitable For:

Those who need to exploit Excel Visual Basic for Applications to automate tasks and use and create functionality not found in the standard Excel interface.

Learning Outcomes:

At the end of the course delegates will be able to understand and create VBA code. They will also be able to create procedures, user-defined functions and forms to help automate Excel spreadsheets for others.

Prerequisite Skills:

Delegates attending this course should have an advanced understanding of creating spreadsheets and manipulating data in Excel.