Microsoft Excel Macros/VBA - 2 Day Course

Detailed Content

Unit 1: Recorded Macros

Understanding Excel Macros
Setting Macro Security
Saving a Document As Macro Enabled
Recording a Simple Macro
Running a Recorded Macro
Relative Cell References
Running a Macro with Relative References
Viewing a Macro
Editing a Macro
Assigning a Macro to the Toolbar
Running a Macro From the Toolbar
Assigning a Keyboard Shortcut to a Macro
Deleting a Macro
Copying a Macro
Tips for Developing Macros

Unit 2: Recorder Workshop

Preparing Data for an Application
Recording a Summation Macro
Recording Consolidations
Recording Divisional Macros
Testing Macros
Creating Objects to Run Macros
Assigning a Macro to an Object

Unit 3: Understanding VBA

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Accessing the Excel Object Model
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Working with Object Collections
Setting Property Values
Working with Worksheets
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Programming with the Object Browser
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Unit 4: The VBA Editor

Opening And Closing the Editor
Working with the Project Explorer
Working with the Properties Window
Working with the Work Area
Working with a Code Module
Setting Breakpoints in the Editor
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Unit 5: Procedures

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Viewing Excel And the Editor Together
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Using Worksheet Objects
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Using If for Single Conditions
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Using the Select Case Statement
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Project Transferring Data From a Form
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Creating Error Checking Procedures
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Unit 12: Automatic Startup

Programming Automatic Procedures
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Unit 13: Error Handling

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The on Error Statement
Creating a Simple Error Handler
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Using Decision Structures in Error Handlers
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