



This course covers the following topics (any items marked with a \* will be covered if time allows):

<p><b>Recording macros and buttons</b></p> <ul style="list-style-type: none"><li>• Absolute and relative recording</li><li>• Where macros can be stored</li><li>• Assigning macros to buttons</li></ul> <p><b>Selecting cells</b></p> <ul style="list-style-type: none"><li>• Selecting cells (absolute)</li><li>• Selecting cells (relative)</li><li>• Selecting to the end of a block</li><li>• Selecting a range by its corners</li></ul> <p><b>The VB code editor</b></p> <ul style="list-style-type: none"><li>• Using Project Explorer</li><li>• Creating modules</li><li>• Basic subroutines and comments</li></ul> <p><b>Messages and variables</b></p> <ul style="list-style-type: none"><li>• Input boxes and message boxes</li><li>• Declaring variables</li><li>• Option Explicit</li><li>• Scope of variables</li><li>• Constants</li></ul>	<p><b>Visual Basic explained</b></p> <ul style="list-style-type: none"><li>• The Excel object model</li><li>• Objects and collections</li><li>• Methods and properties</li><li>• Getting help in VBA</li></ul> <p><b>Loops and conditions</b></p> <ul style="list-style-type: none"><li>• Simple IF conditions</li><li>• Multiple IF and SELECT / CASE</li><li>• Three main types of loop</li></ul> <p><b>Looping over collections</b></p> <ul style="list-style-type: none"><li>• Object variables</li><li>• Looping over collections</li></ul> <p><b>Event handling</b></p> <ul style="list-style-type: none"><li>• Assigning macros to events</li><li>• Cancelling events</li></ul>	<p><b>Functions</b></p> <ul style="list-style-type: none"><li>• Declaring functions</li><li>• Passing arguments</li></ul> <p><b>Debugging and error handling</b></p> <ul style="list-style-type: none"><li>• Setting breakpoints</li><li>• Stepping through macros</li><li>• ON ERROR statements</li></ul> <p><b>Forms</b></p> <ul style="list-style-type: none"><li>• Drawing forms</li><li>• Attaching macros to controls</li><li>• Validating form input</li></ul> <p><b>Referencing other applications (*)</b></p> <ul style="list-style-type: none"><li>• Links to Word or Access</li><li>• Working with files and folders</li></ul>
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Maximum 6 people per course. Scheduled classroom courses include lunch at a local restaurant; you can see how our online training works [here](#). For more information, see <https://www.wiseowl.co.uk/>.