



Excel VBA macros

2 day training course



Course contents

This course will cover the following topics. Those marked with (*) will be covered if time allows.

Recording macros and buttons

- Absolute and relative recording
- Where macros can be stored
- Assigning macros to buttons

Selecting cells

- Selecting cells (absolute)
- Selecting cells (relative)
- Selecting to the end of a block
- Selecting a range by its corners

The VB code editor

- Using Project Explorer
- Creating modules
- Basic subroutines and comments

Messages and variables

- Input boxes and message boxes
- Declaring variables
- Option Explicit
- Scope of variables
- Constants

Visual Basic explained

- The Excel object model
- Objects and collections
- Methods and properties
- Getting help in VBA

Loops and conditions

- Simple IF conditions
- Multiple IF and SELECT / CASE
- Three main types of loop

Looping over collections

- Object variables
- Looping over collections

Event handling

- Assigning macros to events
- Cancelling events

Functions

- Declaring functions
- Passing arguments

Debugging and error handling

- Setting breakpoints
- Stepping through macros
- ON ERROR statements

Forms

- Drawing forms
- Attaching macros to controls
- Validating form input

Referencing other applications (*)

- Links to Word or Access
- Working with files and folders