Course Outline | Excel VBA Introduction

2 day(s)

Course Overview

Get ready to take your Excel applications to the next level by harnessing the power of the VBA language. Excel VBA course will help you gain more control over your spreadsheets by using VBA while also showing you how to develop more dynamic Excel applications for other users. From introductory concepts to advanced developer topics, it guides you through every aspect of Excel VBA.

Excel VBA course is the perfect introduction to VBA and shows you how to use it to enhance Excel. You'll then learn how to work with the key objects and uncover the best ways to gain access to workbooks, worksheets, and more.

Excel VBA course helps you to create automated spreadsheets for all those repetitive tasks. VBA can also help to simply complex tasks that need to be performed on a regular basis. At the end of the course, users will be able to record and run macros, edit the VBA code, build in looping structures and create custom forms.

Prerequisites

Delegates should have proficient knowledge of Microsoft Excel or should have attended all of the following courses (or similar) prior to this course:

- Excel Introduction
- Excel Intermediate
- Excel Advanced

Course Outline

Getting Started

- Introducing Visual Basic for Applications
- Displaying the Developer Tab
- Recording a Macro
- Saving a Macro-Enabled Workbook
- Running a Macro
- Editing a Macro in the Visual Basic Editor
- Understanding the Development Environment
- Using Visual Basic Help
- Understanding Macro Security

Working with Procedures and Functions

- Understanding Modules
- Creating a Standard Module
- Understanding Procedures
- Creating a Sub Procedure
- Calling Procedures
- Using the Immediate Window to Call Procedures
- Creating a Function Procedure
- Naming Procedures
- Working with the Code Editor

Understanding Objects

- Understanding Objects
- Navigating the Excel Object Hierarchy
- Understanding Collections
- Using the Object Browser
- Working with Properties
- Using the With Statement

- Working with Methods
- Creating an Event Procedure

Using Expressions, Variables, and Intrinsic Functions

- Understanding Expressions and Statements
- Declaring Variables
- Understanding Data Types
- Working with Variable Scope
- Using Intrinsic Functions
- Using Intrinsic Constants
- Using Message Boxes
- Using Input Boxes
- Declaring and Using Object Variables

Controlling Program Execution

- Understanding Control-of-Flow Structures
- Using the If...End If Decision Structures
- Using the Select Case...End Select Structure
- Using the Do...Loop Structure
- Using the For...To...Next Structure
- Using the For Each...Next Structure
- Guidelines for use of Control-of-Flow Structures

Working with Forms and Controls

- Understanding UserForms
- Using the Toolbox
- Working with UserForm Properties, Events,and Methods
- Understanding Controls
- Setting Control Properties in the Properties Window
- Working with Control Appearance
- Setting the Tab Order
- Populating a Control
- Adding Code to Controls
- Launching a Form in Code

Debugging the Code

- Understanding Errors
- Using Debugging Tools
- Setting Breakpoints
- Stepping through Code
- Using Break Mode during Run mode
- Determining the Value of Expressions

Handling Errors

- Understanding Error Handling
- Understanding VBA's Error Trapping Options
- Trapping Errors with the On Error Statement
- Understanding the Err Object
- Writing an Error-Handling Routine
- Working with Inline Error Handling