

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

<p>Recording macros and buttons</p> <ul style="list-style-type: none"> • Absolute and relative recording • Where macros can be stored • Assigning macros to buttons <p>Selecting cells</p> <ul style="list-style-type: none"> • Selecting cells (absolute) • Selecting cells (relative) • Selecting to the end of a block • Selecting a range by its corners <p>The VB code editor</p> <ul style="list-style-type: none"> • Using Project Explorer • Creating modules • Basic subroutines and comments <p>Messages and variables</p> <ul style="list-style-type: none"> • Input boxes and message boxes • Declaring variables • Option Explicit • Scope of variables • Constants 	<p>Visual Basic explained</p> <ul style="list-style-type: none"> • The Excel object model • Objects and collections • Methods and properties • Getting help in VBA <p>Loops and conditions</p> <ul style="list-style-type: none"> • Simple IF conditions • Multiple IF and SELECT / CASE • Three main types of loop <p>Looping over collections</p> <ul style="list-style-type: none"> • Object variables • Looping over collections <p>Event handling</p> <ul style="list-style-type: none"> • Assigning macros to events • Cancelling events 	<p>Functions</p> <ul style="list-style-type: none"> • Declaring functions • Passing arguments <p>Debugging and error handling</p> <ul style="list-style-type: none"> • Setting breakpoints • Stepping through macros • ON ERROR statements <p>Forms</p> <ul style="list-style-type: none"> • Drawing forms • Attaching macros to controls • Validating form input <p>Referencing other applications (*)</p> <ul style="list-style-type: none"> • Links to Word or Access • Working with files and folders
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There will be no more than 6 people on the course. All of our public (scheduled) courses include lunch at a local restaurant. For more information, see www.wiseowl.co.uk/courses/microsoft-excel-macros.htm.