



## Excel Visual Basic for Applications Programming

### Duration

2 days

### Description

Delegates will gain a general knowledge of VBA to use within Microsoft Office applications.

### Pre-requisites

Delegates should be advanced level users of Microsoft Excel, although no previous programming knowledge is necessary.

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### What is Visual Basic for Applications?

#### An Introduction to Macros

Recording Macros  
Running Macros

#### Understanding the Visual Basic Environment

The Visual Basic Editor  
Understanding the syntax of your Macros  
Editing Macros  
Adding comments and documentation to your macros  
Assigning VBA and Macros to keyboard shortcuts, icons and menus

#### With Statements

#### Managing Error Messages

#### Debugging Techniques

### Working with Variables and Data Types User Defined Functions

#### Understand Objects and Collections

#### Add conditions to your macros

#### Communicate with the user

Message boxes  
Input Boxes  
Working with return values

#### Repeating Actions in VBA – Loops

Fixed loops  
Flexible Loops

#### Customise Menus and Toolbars

#### Automation with Macros

Create Custom Dialog Boxes