

Customised IT and Soft Skills training to suit your needs

Microsoft Excel 2010 VBA Macros Training

Excel 2010 VBA Course Objectives:

After the course, you will be able to:

- Record / Run Macros
- Write Code Manually
- Perform Loops, Controls and Error Handling
- Create UDF Functions and Add-ins
- Create User forms and Sheet Controls
- Use Events

Audience

This course is aimed at experienced Excel users who need to automate repetitive tasks or simplify more complex tasks using macros and VBA.

Course Prerequisite

You must have sound Excel skills and understand key concepts of spreadsheets, or equivalent to our advanced course level.

Course Duration

This is a 2 day Course. Course starts at 09:30 and runs until 16:30

Course Locations / Schedule

This course can be run at our Excel 2010 training centre or any preferred location in the UK. The course can be held on a date that suits you. We do not run public scheduled courses.

The Concept, Record and Run Macros & the VB Environment

- The Project Window
- Code Window
- Properties Window
- Navigating between Excel and the VB Editor

Editing Code + Methods of Executing

- Using the Visual Basic Editor
- Structure of a sub routine
- Key Words
- Navigate a Module

- Edit a module
- Use of Function Keys
- Run subroutines together
- Menu, Visual Basic Toolbar, Keyboard Shortcut, Custom Toolbar Button, Custom
- Menu Item, Forms Toolbar executing

Visual Basic Language Rules

- Theory of Object
- Properties and Methods
- Active Objects
- Object Model Hierarchy
- Inheritance

Control Structures

- IF, Nested IF
- AND OR NOT
- SELECT CASE
- Inbuilt Functions
- Distribution, Watch Pane
- Step through Functions using the immediate Window

Looping Structures

- Do Loops
- For Next Loops
- For Each Next Loops

Interactive Macros

- Using a MsgBox
- Use a Conditional Message Box
- Use the Inputbox

Create Interactive Forms

- Build Form Controls
- Build User forms
- Use of the Properties Window
- Combo box
- Radio Buttons
- Group box
- Check box
- Built in Dialog Boxes
- Create Custom Menus
- Create Custom Toolbars

Events

- What are Event Procedures?
- On Open event

- Before Close event
- On Activate event
- On Deactivate event
- On Key event
- On Time event

Security

- Protect/lock code for view/edit
- Digital Signatures



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