

## Microsoft Office 365 - Excel 2019 VBA

### 2 Day Course

#### Overview

This course teaches delegates how to develop custom built applications with Excel's Visual Basic for Applications (VBA) programming language. VBA allows you to automate cumbersome repetitive everyday tasks and gives you the ability to build in-house custom applications that are user driven.

#### Audience

Programmers (and dabblers) who need to create sophisticated applications for data presentation using custom dialogue boxes and menus through use of structured macros and macro code.

#### Course Objectives

At the end of this course delegates will be able to:

- Record and debug simple macros
- Write and edit VBA code
- Build procedures which interact with the user



#### Prerequisites

It is essential that delegates have attended an Excel Advanced Course or have a similar knowledge. An understanding of Visual Basic programming elements and concepts would be very useful.

#### Course Contents (2 days)

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| <ul style="list-style-type: none"><li>• Getting Started<ul style="list-style-type: none"><li>○ Recording VBA</li><li>○ Buttons to Run Macros</li><li>○ Macro Security</li></ul></li><li>• Visual Basic Editor<ul style="list-style-type: none"><li>○ Overview of Menus and Toolbars</li><li>○ Project Explorer</li><li>○ Local, Immediate and Watch Windows</li><li>○ Short cuts</li><li>○ Object explorer</li><li>○ Addins to the Editor</li></ul></li><li>• Programming Basics<ul style="list-style-type: none"><li>○ Objects, Properties and Methods</li><li>○ Comments</li><li>○ Code Layout</li><li>○ Location of Code</li><li>○ Subs, Functions and Events</li></ul></li><li>• Excel Object Model<ul style="list-style-type: none"><li>○ Range Object</li><li>○ Worksheet Object</li><li>○ Workbook Object</li></ul></li></ul> | <ul style="list-style-type: none"><li>○ Events</li><li>○ Add-ins</li><li>○ Worksheet Functions</li><li>• Ribbons<ul style="list-style-type: none"><li>○ Using Custom UI Editor</li><li>○ Adding New Ribbons</li><li>○ Adding Groups and Buttons</li></ul></li><li>• Programming Structures<ul style="list-style-type: none"><li>○ Sub and Function Statements</li><li>○ Decision Code<ul style="list-style-type: none"><li>▪ If Statement</li><li>▪ Select Case Statement</li></ul></li><li>○ Loops<ul style="list-style-type: none"><li>▪ Do Loop</li><li>▪ For Loop</li><li>▪ For Each Loop</li></ul></li><li>○ With Statement</li><li>○ MsgBox and Inputbox</li></ul></li><li>• Variables<ul style="list-style-type: none"><li>○ Naming Variables</li><li>○ Types of Variables</li></ul></li></ul> |
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- Using Parameters
- Variable Lifetime and Scope
- User-Defined Forms
  - Basic Form Design
  - Form Handling and Events
- Error Handling
  - Trapping Errors

- Err Object
- Debugging Techniques
- Development Process
  - Modular Code
  - Flow Control
  - Test Plans

### ***Course Materials***

Enliten IT will provide each delegate with a workbook and other useful reference materials where applicable. These may be either paper based or in Adobe pdf format or a combination thereof.

**Note:** We only offer Microsoft Excel VBA courses on a private in-house basis. For pricing and availability just pick up the phone and call us on **0845 1085481**.