



Microsoft Excel Macros

Configure the Excel environment

Recording and running macros

- Planning your macro
- Macro recording
- Record Relative macros
- Different ways to Run macros

Visual Basic for Applications (VBA)

- Overview of the VBA environment
- Review the macro code
- Components of your code
- Edit macro code
- Code format
- Coding standards

Writing macro code

- Create a module
- What is a procedure?
- Write a complete macro procedure in the code window
- Run procedures from the VBE

Getting Help

- Context sensitive Help
- VBA Help topics

Refer to specific parts of a workbook

- Working with ranges and selections
- Named Ranges
- Naming and renaming worksheets in macro code

Communicate with the user

- Create dialog boxes

Our 1-day course is entirely 'hands on' and is for anyone who wants to further their knowledge of Excel to learn to write Macros for automation of Excel processes. This course is equivalent to Day 1 of our Microsoft Macros and VBA training course. Knowledge of Microsoft Excel at Advanced level is essential.

