

# Excel VBA & Macros Level I

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## Course Overview

Our VBA Excel Macro Classes will instruct you how to use basic Macros to automate Excel. You will be able to use your Excel knowledge more productively by incorporating Macros in your spreadsheets. This Excel Macro Course assumes no previous knowledge of Macros. Excel VBA Macros Level 1 course is a basic VBA (Visual Basic for Applications) class, that will help you apply spreadsheet skills, in a faster, more efficient and exciting way.

### **1. Macros / VBA**

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What are Macros?

What is VBA?

How to record macros

How to run macros

### **2. VBA Editor**

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Modules

Procedures

Project Explorer

Toolbars / Options

### **3. Creating / Editing Code**

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Create Procedures

Subs

Comments

### **4. Invoking Macros**

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Hot Keys

Quick Access Toolbar

Call Command

### **5. Compiling Code**

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Stepping through code

Reset

Run

### **6. Variables**

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Declarations

Option Explicit

Data Types

### **7. Working with The Object Model**

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Worksheets

Ranges: Rows, Columns, Cells

### **8. Creating & Naming Objects**

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Naming conventions

Housekeeping

### **9. Navigation / Selection Techniques**

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Formula R1C1 Reference Style

Offsets

Range Names

### **10. Logic Statements**

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IF Statements

### **11. Looping Statements**

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Do Loops

### **12. Interactive Code**

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Input boxes

Message boxes

### **13. Error Handlers**

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Preventing fatal errors and crashes