versalys
Technologies
Capital humain

Excel 2013/2016 Advanced

Objective

Create macros using the macro recorder and the Visual Basic programming language.
Create dialog boxes or elements that interact with the user.

Code : EX-029
Durée : 12 hours

Prérequis :
Excel 2013/2016 Intermediate

Module 1 – 3 hours

Macro Commands:

- Automating recurring tasks
- Creating and saving macros
- Running macros
- Opening a workbook containing macros
- Running macros
- Editing macros
- Editing macros
- Working with absolute and relative references in Visual Basic
- Working with the work book containing custom macros and execution errors
- Defining the work book containing custom macros
- Debugging errors found in macros
- Managing macros

Module 2 – 3 hours

Introduction to VBA – Part 1

- Why use VBA?
- Opening the VBA editor
- Defining the properties of objects
- Notions required to learn VBA
- Creating a procedure
- Creating a sub-procedure and writing code
- Using online help
- Using objects;
- Using the Application, Workbook, Worksheet and Range as well as the Sheets objects
- Defining variables and constants
- Defining variables and constants
- Identifying the span of variables and constants
- Applying the Explicit option
- Using information box functions
- Defining the Function procedures
- Why create custom functions?

Module 3 -3 hours

Introduction to VBA – Part 2:

- Defining control structures;
- Using conditional instructions, loops and logical operators in expressions;
- Working with the object explorer and managing errors;
- Using the Screen Updating function;
- Using the With instruction;
- Working with the object explorer;
- Managing errors;
- Using Excel and VBA functions in procedures;
- Entering a formula inside a cell;
- Creating and using a custom function;
- Diverse and interesting procedures;
- Adding the file path in the footer;
- Using switching procedures;
- Reaching an address and activating it in the upper left corner of the window;
- Learning procedures to work with a range of cells.

Module 4 – 3 hours

Dialog Boxes

- Working with dialog boxes
- Creating and using a user interface
- Placing controls on a sheet
- Working with controls on a sheet
- Formatting controls
- Using additional controls
- Working with the code associated to events
- Identifying events
- Initializing dialog boxes
- Writing event-driven procedures for controls inside a dialog box

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Page 1 of 1
Excel 2013/2016 Advanced