

Contents of the Spreadsheet Owner's Excel VBA Workshop

Course objectives

VBA – An overview

- VBA vs. Standard Excel Functionality
- Should I Use Excel Functions or VBA Code?
- When should I use VBA?
- Should I use Excel at all?

The Macro Recorder

- Personal Macro Workbook
- Viewing your code in the VBE

The Visual Basic Editor's Code Window

- Making your code generic

Intellisense

- Using Intellisense for Parameters & Constants

VBA fundamentals: Objects

- The Workbook, Worksheet and Range Objects
- Defining Objects
- Defining Workbook and Worksheet Objects
- Defining a Worksheet Range
- Implicit and Explicit declaration of objects

Method & Property Examples

- Worksheets
- Ranges
- Workbooks

Variables, Arrays & Constants

- Standard Variables
- Object Variables
- Why bother pre-defining Variables?
- Setting & Using Variables
- Arrays
 - Declaring Arrays
 - Populating Arrays

Control Structures & Program Flow

- IF (Elseif, Else)
- Select Case()
- For Next Loop
- For Each Loop()
- Do Until Loop and Do While Loop
- With, End With
- Nesting Code

Scope & Code Location

Functions, Routines & Arguments

- Definitions
- Passing Parameters to a Function
- Multiple and Optional Parameters
- Passing Parameters back and forth between Routines

Error Handling

The VBE in detail

Manipulating Text

Triggering code with Events

Events with Parameters

Interacting with the user

Msgbox

Application.StatusBar

Using the generic toolbar and userform workbook

Legal Stuff

Toolbars / Toolbar buttons

Adapting the generic userform to your requirements

Modal / Modeless Userforms

Looking at projects

The three elements of every Excel VBA project

How to spot a well (or badly) designed system

The Nine Point Project Plan

Before you start

Planning

1. Best approach?
2. How can that be done?

Confirming

3. Proof of Concepts
4. User Interface

Coding & Designing

5. Output
6. Input
7. Data Manipulation

Finalising

8. Final User Testing
9. Handover

VBA & Charts

Getting additional help

Top 5 Excel Resources

Designing for a client

Please contact ExcelForManagers.com with any queries or for more information on running this workshop in your organisation.

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