



### ❖ General Description

The skills and knowledge acquired in this course are sufficient to be able to create real life working **VBA** applications within **Excel**. The learner will be able to work with **VBA** within the **Excel** environment to program and automate worksheet operations.

### ❖ Learning Outcomes

At the completion of this course you should be able to:

- understand the **Excel** object model and **VBA** concepts
- work effectively with the main features of the **VBA Editor** window
- create procedures in **VBA**
- create and use variables
- create and work with user-defined functions in **VBA**
- write code to manipulate **Excel** objects
- use a range of common programming techniques
- create a custom form complete with an assortment of controls
- create code to drive a user form
- create procedures that start automatically
- write a variety of error handling routines

### ❖ Prerequisites

This publication assumes the learner has a good knowledge of working with **Excel**. The learner should be able to create and edit workbooks, enter formulas, copy, paste, and format data. The learner must also have a general understanding of personal computers and the Windows operating system environment and be able to use File Explorer to locate and copy files.

### ❖ Topic Sheets

124 topics

### ❖ Methodology

The InFocus series of publications have been written with one topic per page. Topic sheets either contain relevant reference information, or detailed step-by-step instructions designed on a real-world case study scenario. Publications can be used for instructor-led training, self-paced learning, or a combination of the two.

### ❖ Formats Available

A4 Black and White, A5 Black and White (quantity order only), A5 Full Colour (quantity order only), Electronic Licence

### ❖ Companion Products

There are a number of complementary titles in the same series as this publication. Information about other relevant publications can be found on our website at [www.appliededucation.edu.au](http://www.appliededucation.edu.au)

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## Product Information