

Developing Macros

- Create a Macro with the Macro Recorder
- Creating / Editing in VBA
- Debug a Macro
- Customize the Quick Access Toolbar and Hotkeys
- Work with Macro Security
- Assigning A Button
- Create a button on sheet

Formatting Worksheets Using Macros

- Insert Text
- Format Text
- Sort Data
- Duplicate Data
- Generate a Report

VBA Window

- Learn the parts of the VBA environment
- Debugging
- Explorer
- Toolbars
- Locals Window

Creating an Interactive Worksheet

- Determine Dialog Box
- Learn the functionality of the MsgBox
- Capture User Input - Inputbox
- Generate Reports

Performing Calculations

- Create User-Defined Functions
- Automate SUM Functions