



Advanced Excel with VBA

Module – 01 : Basic Course – Basic Formula, Functions & Charts

- Formulas and Functions
- Formula Tab
- Examples of Formulas
- Auto Sum Features
- Formula
- Charts
- Smart Art Graphics

Module – 02 : Advanced Functions in Excel

- Introduction
- If Statements
- Nesting IF()'s
- Using Other Functions with IF's
- Concatenation
- LookUp Functions(VLOOKUP & HLOOKUP)
- Subtotals
- Hiding & Displaying Data

Module – 03 : Data Validations

- Introduction
- Setting Data Validations
- Data Validation
- Checking for Invalid Data

Module – 04 : Excels Analytical Tools

- Goal Seek
- Scenarios
- Summarizing Scenarios
- Creating a Scenario Pivot Table Report

Module – 05 : Pivot Table

- Using Pivot Tables to analyze data
- Pivoting
- Pivot Table Example
- Guidelines for creating a Pivot Table in Excel
- Creating a Pivot Table



Module – 06 : Introduction to VBA

- Introduction to VBA
- Work with VBA objects, properties, methods
- Working with the Visual Basic Editor
- Sub procedure, function procedure, property procedure
- Referring to Objects
- Concepts – Containers or Collections, properties, methods, events,
- Working with Workbook
- Referring to Objects
- Applying Methods
- Working with Variables and Values

Module – 07 : Working with Variables in Excel VBA

- Concept of Variables
- Valid and invalid variable names
- Variables - Numeric Data Types
- Variables – Non - Numeric Data Types

Module – 08 : Message Box & Loop

- Style Values and Command Buttons
- Return Values and Command Buttons
- Looping
- For...Next loop
- Do.....Loop While
- Do until.....Loop
- Do while..... Loop
- Do.....Loop until

Module – 09 : Array in Excel VBA

- What is an Array?
- Declaring Arrays in Excel VBA
- One Dimensional Array
- Two Dimensional Array

Module – 10 : Developing Macros in Excel

- Creating a Macro
- Excel Macro Recording facility
- Modifying the existing Macro in VB editor
- Understanding the Macro and saving a workbook with Macro contents
- Exporting files to different applications



Module – 11 : UserForm

- Requirement of UserForm
- Working with objects like textboxes, buttons, check boxes, spin buttons etc.
- Filling up UserForm with pre-defined values
- Macro Coding for different buttons
- Creating Connectivity between UserForm and Excel Worksheet

Module – 12 : UserForm (Cont'd)

- Designing UserForm with Validations
- Filling up UserForm with pre-defined values
- Creating Connectivity between UserForm and Excel Worksheet using offset
- Transfer of data from excel file to a word document
- Transfer of data from txt file to an excel document