

# Excel VBA and Macros Level I

Take the first steps to learn Visual Basic for Applications (VBA), Microsoft's programming language. You'll work more quickly and efficiently by using VBA to automate tasks and eliminate errors. By the end of the course, you'll be able to write code, record macros, and troubleshoot common errors with your code.

Group classes in NYC and onsite training is available for this course. For more information, email [nyc@careercenters.com](mailto:nyc@careercenters.com) or visit: <https://www.careercenters.com/courses/excel-vba-and-macros-level-i>



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## Course Outline

### Lesson 1: Macros / VBA

- What are Macros?
- What is VBA?
- How to record macros
- How to run macros

### Lesson 2: VBA Editor

- Modules
- Procedures
- Project Explorer
- Toolbars / Options

### Lesson 3: Creating / Editing Code

- Create Procedures
- Subs
- Comments

### Lesson 4: Invoking Macros

- Hot Keys
- Quick Access Toolbar
- Call Command

### Lesson 5: Compiling Code

- Stepping through code
- Reset
- Run

## **Lesson 6: Variables**

- Declarations
- Option Explicit
- Data Types

## **Lesson 7: Working with The Object Model**

- Worksheets
- Ranges: Rows, Columns, Cells

## **Lesson 8: Creating & Naming Objects**

- Naming conventions
- Housekeeping

## **Lesson 9: Navigation / Selection Techniques**

- Formula R1C1 Reference Style
- Offsets
- Range Names

## **Lesson 10: Logic Statements**

IF Statements

## **Lesson 11: Looping Statements**

Do Loops

## **Lesson 12: Interactive Code**

- Input boxes
- Message boxes

## **Lesson 13: Error Handlers**

Preventing fatal errors and crashes