COURSE SYLLABUS

# Excel VBA and Macros Level I

Learn how to develop macros, perform calculations, and more in this beginner VBA and Macros course. From understanding macros and VBA to creating and editing code, this course will teach you the essential skills to automate Excel and enhance your productivity.

Group classes (Live Online) and onsite training are available for this course. For more information, email onsite@graduateschool.edu or visit: https://sdfm.graduateschool.edu/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