



Excel 2016 VBA

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VBA – Visual Basic Applications; a programming language developed by Microsoft. It can be used with all Office programs.

Macro – “an action or a set of actions that you can run as many times as you want” – support.office.com



Words of warning about VBA / macros:

- No “undo” powers – no Ctrl + z
- Use macros from trusted sources only – a good way to get a virus.
- Some users freak at the Office warnings.
- Who will maintain the code (after you leave)



Office 2016 for Mac is sandboxed

Unlike other versions of Office apps that support VBA, Office 2016 for Mac apps are sandboxed.

Sandboxing restricts the apps from accessing resources outside the app container. This affects any add-ins or macros that involve file access or communication across processes.



<https://docs.microsoft.com/en-us/office/vba/api/overview/office-mac>

Why use VBA and macros?

- To get a job promotion
- To quickly perform repetitive tasks
 - Delete blank rows and duplicates, formatting
 - Find last row / column / cell used in a sheet
- Workbook formatting
 - Create / delete workbooks and worksheets
 - Format pivot tables
- Userforms for data entry
- User Functions



How do we code?

- Record your actions which generates VBA code.
- Copy and paste safe code from the internet (safely!)
- Type it in.



Where do we put the code?

- The Visual Basic Editor, or VBE, has modules attached to a worksheet or workbook
- In your own Personal.xlsb file
- In an Excel Add-in



1) Get started

Get your VBA up and running

- Change display to see extensions
- Get the Developer Tab
- Record a simple macro



2) Get fancy

- Study the VBA code generated by the recorder
- Save the file with an .xslm extension
- See various Excel warnings



3) Go Pro

- Assign a short cut
- Share macros out
- Examine code from other sites



What we aren't going to cover in depth

- Variables, constants, data types
- Declaring and scope of variables – DIM
- Arrays
- Objects and collections
- R1C1 notation and properties
- Charts and Pivot Tables
- Event handler
- Security, Trust Center
- Using VBA with other Office applications



Thank You

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