

Excel Illuminated

Intro to Macros – Part 1

Course Description

Excel expert David Ringstrom, CPA, takes you step-by-step through the process of creating and using macros—one of Excel’s most powerful features. In this comprehensive presentation, he introduces the concept of Excel macros as well as the Visual Basic for Applications (VBA) macro. David also explains step-by-step how to use the Record Macro feature and Excel’s Personal Macro Workbook. After completing this course, you’ll be equipped to use macros immediately.

David demonstrates every technique at least twice: first, on a PowerPoint slide with numbered steps, and second, in the subscription-based Office 365 version of Excel. David draws your attention to any differences in the older versions of Excel (2019, 2016, 2013, and earlier) during the presentation as well as in his detailed handouts. David also provides an Excel workbook that includes most of the examples he uses during the webcast.

Completion Deadline & Exam: This course, including the examination, must be completed within one year of the date of purchase. In addition, unless otherwise indicated, no correct or incorrect feedback for any exam question will be provided.

Course Level: Overview. This program is appropriate for professionals at all organizational levels.

CPE Credits: 2 (CPA)

Category: Computer Software and Applications

Prerequisite: None

Advanced Preparation: None

Course Learning Objectives

After studying this course you will be able to:

1. Recognize how to create general-use macros with the Relative Reference setting for Excel’s Macro Recorder.
2. Recognize when to use the Hide and Unhide commands in an Excel Personal Macro Workbook.
3. Identify how to apply Visual Basic for Applications (VBA) macros in Excel.