

ADVANCE EXCEL & VBA

CORE TOPICS

- 1) MS Excel
- 2) Excel- VBA

MS EXCEL

- Understanding Excel structure and its basic
- Excel's cell properties
- Table formatting option and Auto Fill
- Doing Equation in MS Excel
- Conditional formatting and customizing it with functions
- Working on Pivot Chart and Pivot Table
- Chart preparation and presentation
- Working on Hyperlinks and "Define Names"
- Print option in Excel exploring problem and trouble shooting
- Filter options and Advance filter options as well
- Remove duplicate data temporary and permanently
- Working on "Text to Column" option
- "Data Validation" and customize validate rule creation
- Goal Seek and Scenario Manager
- Group ,Ungroup and Subtotal option
- Protect sheet with password and further security option in it
- Working with keyboard shortcuts
- Trance Precedents & Trance Dependents
- Knowing the Excel Date and Time Formats.
- Multi-users working on the same worksheet at the same time?
- Recording macros
- Working on dashboard

- Exploring **Following Function with Advance Nesting Methodology**
 - IF(), AND(), OR(), TRUE(), FALSE(), MIN(), MAX()
 - SUMIF(), SUMIFS(), COUNTIF(), COUNTIFS(), AVERAGEIF(), AVERAGEIFS()
 - TRIM(), FIND(), LEFT(), RIGHT(), MID(), EXACT(), CONCATENATE()
 - VLOOKUP(), HLOOKUP(), MATCH(), IFERROR(), CHOOSE(), OFFSET()
 - Many more important DATE and other Functions

EXCEL-VBA

- Visual Basic Editor in Excel
- VBA Project Explorer and code windows
- VBA Project window
- Variable type:
 - Static
 - Module level
 - Global Variables
- VBA Data Types
- Arrays – Multidimensional & Dynamic
- Modules
- Subroutines & Functions
- Decision and Looping
- Multiple conditional statements
- Looping
 - For Next loops
 - For Each Loop
 - Do Until Loops
 - While wend loops
- Strings and Function and Message Boxes
- Strings Concatenation & Searching strings
- Functions:
 - Conversion Functions
 - Format functions
 - Date & Time Functions
- Operators
 - Comparison operators
 - Concatenation Operators
 - Logical operators
 - Other Operator

- Debugging
- Types of Errors
- Stop statements
- Single stepping, Procedure stepping & call stack dialogs
- Debug window
- Using Message Boxes in Debugging
- Errors and the Error Function Resume Statements
- Dialogs
- Excel VBA and User Forms
- Viewing Form, Displaying form in code
- Populating form, Default Toolbox Controls
- Label, Text Box, Combo Box, List Box, Check Box, Option Button, Toggle Button, Frame
- Command Button, Tab Strip, Multipage, Scroll Bar, Spin Button, Image, Ref Edit
- Common Dialog Control: Open Dialog, Save As, Color, Font, Print, Default Dialog
- Command Bars and Buttons
- The Excel Object Model
- Properties & Methods
- Application Object
 - Workbook Object
 - Windows Objects
 - Worksheet Object
 - Range Object
- Creating pivot table using VBA
- Advance VBA for Pivot Table
- Converting Labels to Numbers and Numbers to Labels
- Transposing a Range of Cells
- Adding Formula Details into contents
- Calculating a Range
- Reversing a Label
- Evaluating a Cell
- Sorting Worksheets into Alphabetical Order
- Replacing Character in a String
- Timed Event