

Mastering Vba For Microsoft Office 2016

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mundane tasks in Excel and other Office applications With comprehensive coverage of VBA delivered in the form of practice problems and bite sized recipes this book will help you to hit the ground running Unlike most books that assume prior programming experience this book starts with the fundamentals and gradually progresses to solving bigger problems You ll start by becoming familiar with VBA so that you can start recording macros right away With this foundation in place you ll advance to using the full capabilities of the language as you apply loops functions and custom dialog boxes to design your own automation programs You ll also get to grips with embedded macros and other advanced tools to enhance productivity and explore topics relating to app performance and security Throughout this VBA book you ll cover multiple practice projects in Excel Word and PowerPoint while exploring tips and best practices to hone your skills By the end of this book you ll have developed the skills you need to use VBA to create your own programs that control MS Office applications What you will learnUnderstand the VBA programming language s role in the context of the MS Office suiteDiscover various aspects of VBA programming such as its terminology syntax procedures functions and forms Investigate the elements features and characteristics of the VBA Editor to write and edit custom scriptsAutomate Excel sheets with the help of rangesExplore error handling and debugging techniques to catch bugs in your programsCreate and use custom dialog boxes to collect data from usersCustomize and extend Office apps such as Excel PowerPoint and WordWho this book is for This book is for experienced Excel users business analysts finance professionals and business users looking to boost their productivity by learning VBA programming to automate repetitive tedious or complex tasks No prior programming experience is required to get started Exploring VBA for Microsoft Office 2016 Brief Mary Anne Poatsy, Robert Grauer, TBD with this book Author, 2016-11-10 This is the eBook of the printed book and may not include any media website access codes or print supplements that may come packaged with the bound book This three chapter book provides an overview of VBA and then a full chapter each on VBA in Excel and VBA in Access It is an ideal complement to the Excel or Access Comprehensive textbook for those looking for more VBA coverage Beyond point and click The goal of the Exploring series is to move students beyond the point and click to understanding the why and how behind each skill And because so much learning takes place outside of the classroom this series provides learning tools that students can access anywhere anytime Students go to college now with a different set of skills than they did years ago With this in mind the Exploring series seeks to move students beyond the basics of the software at a faster pace without sacrificing coverage of the fundamental skills that everyone needs to know Also available with MyITLab MyITLab is an online homework tutorial and assessment program designed for Information Technology IT courses which engages students and improves results HTML5 Simulation exercises and Live in Application Grader projects come with the convenience of auto grading and instant feedback helping students learn more quickly and effectively Digital badges lets students showcase their Microsoft Office or Computer Concepts competencies keeping them motivated and focused on their future careers MyITLab builds the critical skills needed for college and career

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