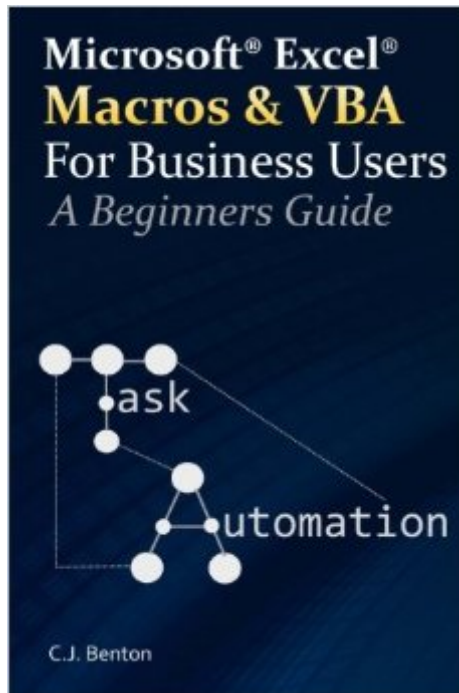


The book was found

Excel Macros & VBA For Business Users - A Beginners Guide



Synopsis

An Excel® Macros and VBA book developed for business users! Readers will be able to refer back to this book time and time again. Written with little technical jargon and divided into five easy to follow segments. Business users of all types will learn how to automate tasks, improve productivity, and reduce the occurrence of errors in standardized processes. The book begins by providing a foundation on how Macros & VBA (Visual Basic for Applications) work, followed by step-by-step examples on recording and troubleshooting macros. Continuing with how to enhance your code with Looping and Decision Structures. From the easy to the more complex, this book has something to offer all business users.

Macro Fundamentals
How to record a macro
How to modify and test macros
How to utilize the Personal Macro Workbook
How to use the debugging tools

Macro Examples Include
Report formatting
Data analysis - Analyzing test results
Importing and parsing text and .CSV files
Macro to save each worksheet as a separate workbook file
Macros to sort worksheets either alphabetically or numerically
Printing all worksheets in a workbook
Dynamic Quarterly and Year-To-Date reporting

Intermediate Topics
An introduction to Looping with easy to follow examples
How to incorporate If...Then...Else statements
How to incorporate Select...Case statements
Protecting macro code

Imagine the time you'll save by not having to search the internet or help files to learn the most practical ways of using one of Microsoft® Excel™s® best features.

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