**Online Tutorial for reference:** [**http://www.homeandlearn.org/**](http://www.homeandlearn.org/)

**Q: What is Excel VBA?**

**A: Excel VBA (Visual Basic for Applications) is a programming language that includes Macros**

**Lesson 1 – Adding Developer Toolbar**

Explain how you would resolve Macro Security issues/warnings. Click on Macro Security, and make sure Trust access to the VBA object model is checked

**Lesson 2 - VBA Editor**

Explain the concept of ‘This Workbook Object’ This is an object that represents the workbook that contains all of your macros

Explain the concept of ‘Personal Macro Workbook’ This Workbook is universal, in that it can be used without needing to add macros to the currently opened workbook

Code Hello World sub as instructed and execute

Sub HelloWorld()

MsgBox ”Hello, World!”

End Sub

**Lesson 3 – Watch A Macro**

Complete the first ‘concrete’ macro as explained in the reading

Complete the **Exercise** to record a new Macro that alters the text to properties of your choice

**\*NOTE:** deletion of Macros created in this section is NOT necessary

**Lesson 4 – Read through VBA dot notation**

Summarize the use of Range property in 5 – 7 lines

The Range property allows you to select cells for editing, you can select cells using the same syntax you would in a formula expression, that is: “A1” is just A1, “A1:B2” is cells A1 to B2, “A1”, “B2” is **just** cells A1 and B2. Using the select method, you can edit these cells in any way you see fit

**Lesson 5 – The VBA Toolbar**

Complete the ‘concrete’ exercise to create a macro that selects a range of cells – this includes adding a button to a spreadsheet

**Lesson 7 – Offset Property**

What is the purpose of the Offset Property, as per the tutorial?

This property allows you to offset the selection from a cell, so you can easily select a cell adjacent to a given cell

Complete one of the presented **Exercises**

**Lesson 8 – Resize Property**

What is the purpose of the Resize Property, as per the tutorial?

This property allows you to resize the selection based off the given cell, row width, and column height, this allows you to quickly select a cell and its adjacent cells

Complete **Exercise**

**Getting Started is now complete. SAVE your workbook.**