
FIT1013 – Digital Futures: IT for Business

Tutorial 8 – User Forms

Objectives

- Create a user form
- Add controls to a form
- Explain the use of text box, label, and command button controls
- Provide keyboard access to controls using accelerator keys
- Code a user form

Reminder:

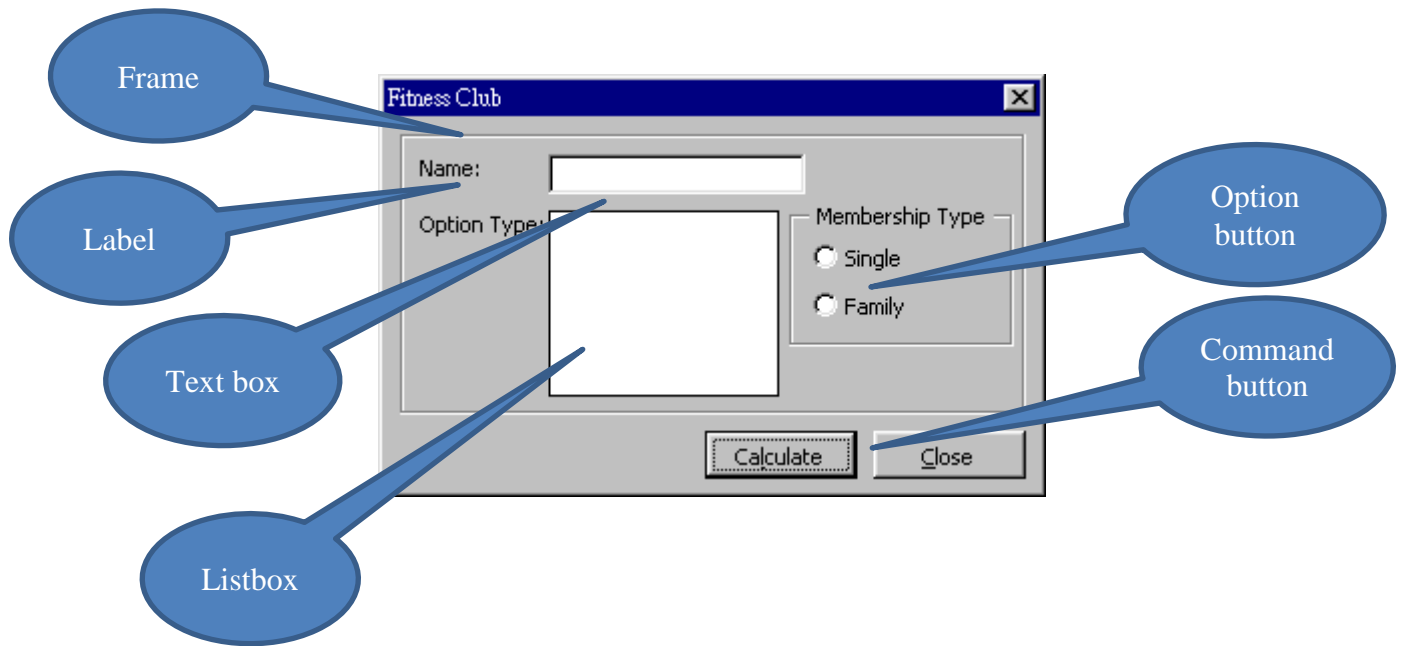
1. Ensure the Developer tab is visible on the Ribbon (If not, go to **File->Options->Customize Ribbon**, and select **Developer** in the **Main Tabs** list).
2. Save your file as **Excel Macro-Enabled Workbook (*.xlm)** type.
3. Open the VBE (Visual Basic editor) by selecting the **Developer** tab, then clicking the **Visual Basic** button on the **Code group** (or by pressing <Alt> and <F11>).

Exercise 1

Download **Tute8.xlsm** from the unit MOODLE site.

In this exercise, you will create a custom form. The form contains one text box, one list box, two options and two command buttons (see figures below):

	A	B	C	D	E	F	G
1	<i>Fitness Club - Exercise 1</i>						
2						Membership Fee Table	
3	Member's Details				S	Single	30
4	Name	Jenny			F	Family	65
5							
6							
7	Membership	Single	\$30.00			Option Fee Table	
8	Option	Aerobics	\$30.00			Option	Fee
9					0	None	0
10	Total monthly fee		\$60.00		1	Yoga	15
11					2	Aerobics	30
12					3	Swimming	40
13							
14							
15							



The Text box is used for:

- Entering a member's name

The List Box is used for:

- Selecting an option from the option descriptions by clicking. The user's selection is stored in a string variable named **strOption**.

The Membership Type option buttons are used to:

- Allow a user to select the type of membership.

The Calculate button is used to:

- Calculate the total membership fees (based on the value of **strOption** and the option button selected), store it in a currency variable named **curFee** and assign it to the appropriate cell.

Steps for implementing the above custom form

Set the following properties for the controls:

User Form

Property	Value
Name	frmUserOptions
Caption	User Options

Frame controls:

Property	Value for Frame1	Value for Frame2
Name	fraBox	fraType
Caption	<blank> (empty space)	Membership Type:

Label controls:

Property	Value for Label1	Value for Label2
Name	lblName	lblOption
Caption	Name:	Option Type:

TextBox

Property	Value
Name	txtName
Value	<blank> (empty space)

ListBox control:

Property	Value
Name	lstOptionType

OptionButton controls:

Property	Value for OptionButton1	Value for OptionButton2
Name	optSingle	optFamily
Caption	Single	Family

CommandButton controls:

Property	Value for CommandButton1	Value for CommandButton2
Name	cmdCalculate	cmdClose
Caption	Calculate	Close
Accelerator	L	C

- Provide accelerator keys for the textbox, list box and Calculate command button.
- Set up the TabIndex values in such a way that the user can tab in a methodical manner through the controls.

Instructions and pseudocode

Enter/create the following code for the relevant event procedures:

(General) - (Declarations)

‘Declare **Option Explicit**

Private Sub UserForm_Activate()

‘Select the top of the option fee table descriptions list

‘Loop down the descriptions list and add each description to the ListBox

End Sub

Private Sub cmdClose_Click()

‘Close the form

End Sub

Private Sub cmdCalculate_Click()

‘Declare the following variables used in this procedure

‘**wksMonthlyFee** (Worksheet), **strName**, **strType**, **strOption** and **curFee**

(Currency)

‘point **wksMonthlyFee** to the **Exercise1** worksheet

‘get member's name and enter value in cell B4

‘get membership type and enter corresponding values in cells B7 and C7

‘get option type from the list box and assign to the appropriate cell

'calculate total monthly fees and assign to cell C10

End Sub

Save your work and test your application.

Exercise 2

Now get together within your own assignment group. Discuss and/or plan for the followings:

- creation of a common drive (such as in Google Drive) so that everyone can place their files (meeting minutes, timesheets, working files etc) onto it; and
- this week's tutorial exercise as it would be very useful for your assignment 2; and
- questions from the assignment that you may have with your tutors; and
- the design of user interfaces for all tasks, such as the colours used, the controls used, the logo used etc.