**Control Structure and Program Flow**

* IF (Else If, Else) Select Case ()
* For Next Loop
* For Each Loop ()
* Do Until Loop and Do While Loop With, EndWith
* Nesting Code

**Building Procedures**

* Creating Sub and Function Procedures
* Calling Procedures
* Passing Arguments to procedures
* Building Intuitive User Interface
* Communicating with the user through the message box
* Gathering user information with the input box
* Utillizing the File Dialog object and Dialogs collections

**Variables, Arrays, Constants**

* Using the Immediate Window
* Gaining greater control Through the immediate Window
* Formatting Cells
* Using Variables
* Constants
* Object Variables
* Dimensioning and usage of variables
* Displaying data and obtaining data from the user

**Creating Customized Dialogs with User Form Objects**

* Command Buttons
* List and Combo boxes
* Labels
* Options buttons
* Check boxes
* Text Boxes
* Frames
* Adding more functionality with advanced ActiveX control

**Fonts & Backgrounds**