**Excel Assignment - 16**

1. What is a Macro? How is it useful in excel or in your daily work?

Ans:

Macros refers to a set of programs or instructions enabled to automate a repetitive task. It includes recording, naming, saving, and executing in Visual Basic for Applications or VBA as per the requirement. The feature can be played as many times as required and is beneficial in saving time and effort.

2. What is VBA? Write its full form and briefly explain why VBA is used in

excel?

Ans:

Excel VBA, short for Visual Basic for Applications, is a programming language that empowers users to automate tasks and create personalized solutions within Microsoft Excel. It enables users to create macros, which are instructions that automatically perform repetitive tasks.

3. How do you record a macro? Write detailed steps to create a macro to

automatically make the following table in bold and to create borders for

it in excel.

Ans:

1. On the Developer tab, in the Code group, click Record Macro. ...
2. In the Macro name box, enter a name for the macro. ...
3. To assign a keyboard shortcut to run the macro, in the Shortcut key box, type any letter (both uppercase or lowercase will work) that you want to use.
4. What do you mean when we say VBA Editor?

Ans:

Microsoft Visual Basic for Applications (VBA) enables non-programmers to record, create, and edit macros that can automate tasks in Office applications. This article explains where you can find help when you use the Visual Basic Editor provided in your Office application.

5. Briefly describe the interface of a VBA editor? What is properties

window? And what is watch window? How do you display these

windows?

Ans: The Properties window displays the properties for the current object. When you select different objects in your VBA project, the Properties window changes to show just the properties of the object you selected.

1. What is an immediate Window and what is it used for?

Ans: Immediate Window lets you access objects and functions available in the suspended state of your program. The window becomes available and starts accepting your input as soon as your program is suspended in a debugging session. You can see the window below the variables pane of the Debug window.