**Excel Assignment - 16**

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

Answer- Macro is a recorded set of instructions or actions that can be reused to perform repetitive tasks in Excel. It is useful as it automates tasks like formatting, copying data, calculations, generating reports, apply formula to large datasets and saving time with reducing Manuka works.

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

Answer- VBA stands for Visual Basic for Applications which is a programming language used in Excel to write custom scripts or automate actions beyond what Macros can record. It is used in excel to automate the complex logic and calculations building custom forms and user interfaces.

3. How do you record a macro? Write detailed steps to create a macro t automatically make the following table in bold and to create borders for it in excel.

hi 78

hello 69

ineuron 45

Answer- To reecord a macro, we should enable the Developer tab first and then click on it. Then Click Record Macro and press enter. Then,

Enter:

Macro Name (eg BoldAndBorder)

Click OK — now Excel is recording.

Perform the actions:

Type the table:

nginx

hi 78

hello 69

ineuron 45

Select the cells.

Apply bold formatting (Ctrl+B)

Apply borders (Home> Borders> All Borders).

Go to Developer > Stop Recording.

Now we created a macro that automates table formatting.

4. What do you mean when we say VBA Editor?

Answer:- The VBA Editor is a special window in Excel where you can view, write, and edit VBA code (behind macros or user-defined functions).

5. Briefly describe the interface of a VBA editor? What is properties window? And what is watch window? How do you display these windows?

Answer:-The VBA Editor interface includes project Explorer that shows all open workbooks and their modules/sheets, code window and immediate window where we can write VBA code and Used to test/debug commands respectively.Further, it shows properties of selected objects (like worksheet or button) and monitors values of variables while debugging.

We use following keys to display the windows:-

Project Explorer: Ctrl + R

Properties Window: F4

Immediate Window: Ctrl + G

Watch Window: View > Watch Window

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

Answer:-The Immediate Window in the VBA Editor is used for testing lines of code quickly, printing variable values and running quick commands.It helps in debugging and quick prototyping.