**Read Me**

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I would to thank http://www.contextures.com for their wonderful examples which provided my inspiration for this application.

**High Level Description**

This excel ledger is useful tool that allows you to keep track of your bank statements and enter your debits and credits and keep an accurate total of your bank balance.

In addition to all of that I have coded a feature into it that allows you to start typing the name of whatever business or store or organization or individual a transaction pertains to (i.e. the grocery store, the phone company, the electric company, the rent, car payment, mortgage, etc.). This “auto suggest “ feature, which displays matches the way Google does, is written in Excel VBA and it is implemented on the **Description of Transaction** column. Don’t worry if you don’t know what Excel VBA is; that is not required. The “auto suggest” feature works out of the box and you can just start using it without worrying about what’s under the hood. If you want to know, there is a section in down below called **How the VBA code works** that will describe what’s going on.

As you type a list of possible matches comes up so that you can select from the list and populate the cell you are in with your selection. If you don’t find a match, or if you don’t want to make a selection, that is fine. Just type it in whatever you want and click in another column or cell.

Notice that in the **Code** column, there is a validation drop down, but it does not force you to make a selection. You can select an entry from the list or you can type your own. If you want to enter a check number, you can enter it by typing a single quote in front of it, for example ‘1022, and then hit return and Excel will accept the check number and display it without the single quote. The entries in the validation drop down are:

* AP – automatic payment
* D – Deposit
* DC – debit card
* WAP – web authorized payment

**Entering New Rows**

Go to the last column of the last row and highlight it so that the cell has a thick black border. Put the cursor in the bottom right corner of the cell and you will see a big black plus sign appear. When you see it, hold down the left mouse button and drag straight down for as many rows as you want to add and then let go of the mouse.

**How the auto suggest works**

There are two tabs, **Check Register** and **allCategories**, in the ledger. The **allCategories** name is not the best name; it should probably be something like **allTransactionDescriptions**, because this tab has a column in it that contains all of the transaction descriptions such as Costco, Amazon, AAA, etc. These descriptions are in column D of the **allCategories** tab, and this is the list that is searched every time you type a new a letter or symbol in the **Description of Transaction** column.

You can put in your own descriptions, as many as you like. When the list in column D is searched, the VBA code puts the search matches in column F of the allCategories tab, and this is the list that you see displayed under the cell you are typing in.

**How the VBA code works (for developers)**

To look under the hood, right click the **Check Register** tab and select **View Code**. You will see two Subs in there:

* Private Sub MyCombo\_KeyUp – Every time the KeyUp event fires this sub is called, and it searches through the list of Descriptions in column D in the allCategories tab and puts any hits it finds into column F in the allCategories tab which will be displayed on the combo box
* Private Sub Worksheet\_SelectionChange – This will display the combo box that displays the list of descriptions when you click in the **Description of Transaction** column, and it hides the combo box if you click in another column

That’s it. There are only two Subs that do the work. There are many ways the application can be enhanced:

* automate the adding of new descriptions to the column D
* create a database and populate column D from the database
* create a yearly summary Excel spreadsheet and populate it from your monthly spreadsheets