

费用报表自动填充VBA代码

一、费用明细汇总分析

代码块

```
1 Sub Module2_Summary_Report()
2
3     ' -----
4     ' 1. 定义常量、工作表和数据范围
5     ' -----
6     Dim wsData As Worksheet          ' 费用明细数据表
7     Dim wsDirectory As Worksheet      ' 导航/超链接表
8     Dim wsSummary As Worksheet        ' 汇总分析表
9     Dim rngData As Range             ' 数据范围
10    Dim lRow As Long                 ' 最后一行
11    Dim ptCache As PivotCache        ' 数据透视缓存
12    Dim pt As PivotTable            ' 数据透视表对象
13
14    Const DATA_SHEET_NAME As String = "费用明细"
15    Const DIR_SHEET_NAME As String = "导航-汇总" ' 汇总报告导航表名称
16    Const SUMMARY_SHEET_NAME As String = "汇总分析"
17
18    On Error Resume Next
19    Set wsData = ThisWorkbook.Sheets(DATA_SHEET_NAME)
20    On Error GoTo 0
21
22    If wsData Is Nothing Then
23        MsgBox "未找到名为 '" & DATA_SHEET_NAME & "' 的费用明细工作表，请检查名
称!", vbCritical
24        Exit Sub
25    End If
26
27    lRow = wsData.Cells(wsData.Rows.Count, "A").End(xlUp).Row
28    Set rngData = wsData.Range(wsData.Cells(1, 1), wsData.Cells(lRow,
wsData.UsedRange.Columns.Count))
29
30     ' -----
31     ' 2. 清理旧表、创建缓存和汇总分析表
32     ' -----
33    Application.DisplayAlerts = False
34
35    ' 清理本模块生成的汇总表和导航表（不干扰 Module 1 的输出）
```

```
36     If WorksheetExists(SUMMARY_SHEET_NAME) Then
37         ThisWorkbook.Sheets(SUMMARY_SHEET_NAME).Delete
38
39     If WorksheetExists(DIR_SHEET_NAME) Then
40         ThisWorkbook.Sheets(DIR_SHEET_NAME).Delete
41
42     Application.DisplayAlerts = True
43
44     ' 创建数据透视缓存
45     Set ptCache = ThisWorkbook.PivotCaches.Create( _
46         SourceType:=xlDatabase, _
47         SourceData:=rngData)
48
49
50     ' 创建汇总分析工作表，放在费用明细前面
51     Set wsSummary = ThisWorkbook.Sheets.Add(Before:=wsData)
52     wsSummary.Name = SUMMARY_SHEET_NAME
53
54     ' 在汇总分析表上创建主数据透视表
55     Set pt = wsSummary.PivotTables.Add( _
56         PivotCache:=ptCache, _
57         TableDestination:=wsSummary.Range("A1"), _
58         TableName:="MasterSummaryPivot")
59
60     ' -----
61     ' 3. 设置数据透视表布局
62     ' -----
63
64     On Error GoTo ErrorHandler_M2
65
66     With pt
67         ' 关键：成本中心作为筛选器 (Page Field)
68         .PivotFields("成本中心").Orientation = xlPageField
69
70         ' 设置行字段，并禁用小计
71         .PivotFields("成本要素").Orientation = xlRowField
72         .PivotFields("成本要素").Subtotals(1) = False
73
74         .PivotFields("成本要素名称").Orientation = xlRowField
75         .PivotFields("成本要素名称").Subtotals(1) = False
76
77         ' 设置值字段
78         With .PivotFields("对象货币值")
79             .Orientation = xlDataField
80             .Caption = "汇总" & vbCrLf & "对象货币值"
81             .Function = xlSum
82             .NumberFormat = "#,##0.00"
83         End With
84
85         ' 设置为表格形式
86     End With
```

```
81         .RowAxisLayout xlTabularRow
82     End With
83
84     ' -----
85     ' 4. 创建导航表 (只链接到汇总分析表)
86     ' -----
87
88     On Error GoTo 0 ' 重置错误处理
89
90     ' 创建导航表, 放在最前面
91     Set wsDirectory = ThisWorkbook.Sheets.Add(Before:=ThisWorkbook.Sheets(1))
92     wsDirectory.Name = DIR_SHEET_NAME ' 使用 "导航-汇总"
93
94     ' 设置标题
95     wsDirectory.Range("A1").Value = "汇总报告导航"
96     wsDirectory.Range("A1").Font.Bold = True
97
98     ' 只为 "汇总分析" 表创建超链接
99     wsDirectory.Hyperlinks.Add _
100        Anchor:=wsDirectory.Cells(2, 1), _
101        Address:"", _
102        SubAddress:="'" & SUMMARY_SHEET_NAME & "'!A1", _
103        TextToDisplay:=SUMMARY_SHEET_NAME, _
104        ScreenTip:="点击跳转到 " & SUMMARY_SHEET_NAME & " 工作表"
105
106     wsDirectory.Columns("A").AutoFit
107
108     MsgBox "成功创建了汇总分析表和导航表!", vbInformation
109     Exit Sub
110
111     ' 错误处理标签
112 ErrorHandler_M2:
113     MsgBox "宏在创建数据透视表时发生致命错误。请检查以下四个字段名称是否完全匹配: '成本要素', '成本要素名称', '对象货币值', '成本中心'。", vbCritical
114     Exit Sub
115
116 End Sub
117
118     ' -----
119     ' 辅助函数: 检查工作表是否存在 (在两个模块中都需要)
120     ' -----
121 Function WorksheetExists(SheetName As String) As Boolean
122     Dim ws As Worksheet
123     On Error Resume Next
124     Set ws = ThisWorkbook.Sheets(SheetName)
125     On Error GoTo 0
126     WorksheetExists = Not ws Is Nothing
```

二、费用明细分成本中心代码

代码块

```

1 Sub Module1_Detail_Reports_Revised()
2
3     ' -----
4     ' 1. 定义常量、工作表和数据范围
5     ' -----
6     Dim wsData As Worksheet          ' 费用明细数据表
7     Dim wsDirectory As Worksheet    ' 导航/超链接表
8     Dim wsSourcePT As Worksheet    ' 临时的源数据透视表工作表
9     Dim rngData As Range           ' 数据范围
10    Dim lRow As Long                ' 最后一行
11    Dim ptCache As PivotCache      ' 数据透视缓存
12    Dim pt As PivotTable           ' 数据透视表对象
13    Dim wsNew As Worksheet          ' 遍历工作表对象
14    Dim rowCount As Long           ' 用于目录表行计数
15    Dim createdSheetCount As Long   ' 用于计数创建工作表数量
16
17    Const DATA_SHEET_NAME As String = "费用明细"
18    Const TEMP_PT_NAME As String = "PT_Source_Template"
19    Const DIR_SHEET_NAME As String = "导航-明细" ' 导航表名称
20
21    ' 设置数据源工作表
22    On Error Resume Next
23    Set wsData = ThisWorkbook.Sheets(DATA_SHEET_NAME)
24    On Error GoTo 0
25
26    If wsData Is Nothing Then
27        MsgBox "未找到名为 '" & DATA_SHEET_NAME & "' 的费用明细工作表, 请检查名
称!", vbCritical
28        Exit Sub
29    End If
30
31    ' 确定数据范围
32    lRow = wsData.Cells(wsData.Rows.Count, "A").End(xlUp).Row
33    Set rngData = wsData.Range(wsData.Cells(1, 1), wsData.Cells(lRow,
wsData.UsedRange.Columns.Count))
34
35    ' -----
36    ' 2. 清理旧表并设置临时表位置
37    ' -----

```

```
39     ' 清理可能存在的旧表和旧的导航表
40     Application.DisplayAlerts = False
41     If WorksheetExists(TEMP_PT_NAME) Then
42         ThisWorkbook.Sheets(TEMP_PT_NAME).Delete
43     If WorksheetExists(DIR_SHEET_NAME) Then
44         ThisWorkbook.Sheets(DIR_SHEET_NAME).Delete
45     Application.DisplayAlerts = True
46
47     ' 创建数据透视缓存
48     Set ptCache = ThisWorkbook.PivotCaches.Create(
49         SourceType:=xlDatabase,
50         SourceData:=rngData)
51
52     ' *** 关键修正 1：将临时工作表放在费用明细表之后 ***
53     Set wsSourcePT = ThisWorkbook.Sheets.Add(After:=wsData)
54     wsSourcePT.Name = TEMP_PT_NAME
55
56     ' 在临时表上创建单个数据透视表
57     Set pt = wsSourcePT.PivotTables.Add(
58         PivotCache:=ptCache,
59         TableDestination:=wsSourcePT.Range("A1"),
60         TableName:="MasterPivot")
61
62     ' -----
63     ' 3. 设置数据透视表布局
64     ' -----
65     On Error GoTo ErrorHandler ' 开启错误处理
66
67     With pt
68         .PivotFields("成本中心").Orientation = xlPageField
69
70         ' 设置行字段，并禁用小计
71         .PivotFields("成本要素").Orientation = xlRowField
72         .PivotFields("成本要素").Subtotals(1) = False
73
74         .PivotFields("成本要素名称").Orientation = xlRowField
75         .PivotFields("成本要素名称").Subtotals(1) = False
76
77         ' 设置值字段
78         With .PivotFields("对象货币值")
79             .Orientation = xlDataField
80             .Caption = "汇总" & vbCrLf & "对象货币值"
81             .Function = xlSum
82             .NumberFormat = "#,##0.00"
83         End With
84
85         .RowAxisLayout xlTabularRow
```

```
84     End With
85
86     ' -----
87     ' 4. 使用 ShowPages 自动创建个体报告 (新表将位于费用明细表之后)
88     ' -----
89
90     pt.ShowPages PageField:="成本中心"
91
92     ' 核心任务完成后, 重置错误处理, 确保宏平稳执行清理和目录创建
93     On Error GoTo 0
94
95     ' -----
96     ' 5. 清理和创建导航表 (放在费用明细表之前)
97     ' -----
98
99     ' 删除临时工作表
100    Application.DisplayAlerts = False
101    If WorksheetExists(TEMP_PT_NAME) Then wsSourcePT.Delete
102    Application.DisplayAlerts = True
103
104    ' 创建导航工作表
105    Set wsDirectory =
106    ThisWorkbook.Sheets.Add(After:=ThisWorkbook.Sheets(ThisWorkbook.Sheets.Count))
107    wsDirectory.Name = DIR_SHEET_NAME
108
109    ' *** 关键修正 2: 将导航工作表放在费用明细表之前 ***
110    wsDirectory.Move Before:=wsData
111
112    ' 设置标题
113    wsDirectory.Range("A1").Value = "明细报告导航"
114    wsDirectory.Range("A1").Font.Bold = True
115
116    rowCount = 2
117    createdSheetCount = 0
118
119    ' 遍历所有工作表, 创建超链接
120    For Each wsNew In ThisWorkbook.Sheets
121        ' 排除数据源表、导航表
122        If wsNew.Name <> DATA_SHEET_NAME And wsNew.Name <> wsDirectory.Name
123        Then
124            ' 创建超链接
125            wsDirectory.Hyperlinks.Add _
126                Anchor:=wsDirectory.Cells(rowCount, 1), _
127                Address:="", _
128                SubAddress:="!" & wsNew.Name & "!" & A1, _
                TextToDisplay:=wsNew.Name,
```

```

129             ScreenTip:="点击跳转到 " & wsNew.Name & " 工作表"
130
131         rowCount = rowCount + 1
132         createdSheetCount = createdSheetCount + 1
133     End If
134 Next wsNew
135
136     ' 调整导航表格式
137     wsDirectory.Columns("A").AutoFit
138
139     MsgBox "成功创建了 " & createdSheetCount & " 个明细报告和导航表!", vbInformation
140     Exit Sub
141
142     ' 错误处理标签
143 ErrorHandler:
144     ' 尝试安全清理对象，避免宏卡死
145     On Error Resume Next
146     Application.DisplayAlerts = False
147     If WorksheetExists(TEMP_PT_NAME) Then
148         ThisWorkbook.Sheets(TEMP_PT_NAME).Delete
149     Application.DisplayAlerts = True
150     On Error GoTo 0
151
152     MsgBox "宏在创建数据透视表时发生致命错误。请检查以下四个字段名称是否完全匹配：'成本要素'，'成本要素名称'，'对象货币值'，'成本中心'。", vbCritical
153     Exit Sub
154 End Sub
155
156 ' -----
157 ' 辅助函数：检查工作表是否存在（需与 Module 2 共享）
158 ' -----
159 Function WorksheetExists(SheetName As String) As Boolean
160     Dim ws As Worksheet
161     On Error Resume Next
162     Set ws = ThisWorkbook.Sheets(SheetName)
163     On Error GoTo 0
164     WorksheetExists = Not ws Is Nothing
165 End Function

```

三、一键填充费用报表并生成未匹配清单

代码块

```
1 Sub MatchAndFillCostData_Final_V14()
```

```
2
3     ' -----
4     ' 声明变量
5     ' -----
6     Dim wbSource As Workbook
7     Dim wbTarget As Workbook
8     Dim wsTarget As Worksheet
9     Dim wsSource As Worksheet
10    Dim sFilePath As String
11    Dim sFileName As String
12    Dim vSheetName As Variant
13    Dim sSheetName As Variant
14    Dim i As Long
15    Dim lRowTarget As Long
16    Dim lRowSource As Long
17    Dim missingSheets As New Collection
18    Dim rowNum As Long           ' 逐行迭代计数器
19
20    ' *** 定义数据开始行：数值和公式都从第 4 行开始 ***
21    Const START_ROW As Long = 4
22
23    ' -----
24    ' 设定常量和文件信息
25    ' -----
26    sFilePath = "D:\YOUHUAN\Job Hunting\KF\报表\
27    sFileName = "费用明细表.xlsx"
28
29    Set wbTarget = ThisWorkbook
30
31    On Error GoTo ErrorHandler
32    Application.ScreenUpdating = False
33
34    If Dir(sFilePath & sFileName) = "" Then
35        MsgBox "未找到文件：" & sFilePath & sFileName & vbCrLf & "请检查文件名或路
径是否正确！", vbCritical
36        GoTo ExitSub
37    End If
38
39    Set wbSource = Workbooks.Open(sFilePath & sFileName, ReadOnly:=True)
40
41    ' -----
42    ' 确定要处理的成本中心Sheet列表
43    ' -----
44    ReDim vSheetName(1 To wbTarget.Worksheets.Count)
45    For i = 1 To wbTarget.Worksheets.Count
46        vSheetName(i) = wbTarget.Worksheets(i).Name
47    Next i
```

```

48
49      ' -----
50      ' 循环处理每个成本中心Sheet
51      ' -----
52  For Each sSheetName In vSheetName
53
54      On Error Resume Next
55      Set wsTarget = wbTarget.Sheets(sSheetName)
56      Set wsSource = wbSource.Sheets(sSheetName)
57      On Error GoTo ErrorHandler
58
59  If Not wsTarget Is Nothing And Not wsSource Is Nothing Then
60
61      ' 清空目标列 AM 的旧数据 (只清空数据行, 不影响总计公式)
62      ' 逐行处理时, 为保险起见, 暂时不批量清空
63
64      ' 找到目标Sheet中成本要素代码列 (C列) 的最后一行
65      lRowTarget = wsTarget.Cells(wsTarget.Rows.Count, "C").End(xlUp).Row
66      If lRowTarget < START_ROW Then lRowTarget = START_ROW
67
68      ' 找到来源工作簿中 A 列的最后一行
69      lRowSource = wsSource.Cells(wsSource.Rows.Count, "A").End(xlUp).Row
70
71  If lRowSource >= START_ROW Then
72
73      ' 构造 VLOOKUP 查找范围字符串 (只构造一次, 节省性能)
74      Dim sStartCellRef As String
75      sStartCellRef = wsSource.Range("A2").Address(External:=True)
76      sStartCellRef = Left(sStartCellRef, InStrRev(sStartCellRef,
77                                         "!") - 1)
78
79      ' 查找范围: 从 A4 开始到 C 列的最后一行
80      Dim sLookupRangeFormula As String
81      sLookupRangeFormula = sStartCellRef & "$A$4:$C$" & lRowSource
82
83      ' *** 关键修正: 逐行应用 VLOOKUP 公式, 并检查 C 列数据 ***
84  For rowNum = START_ROW To lRowTarget
85
86      ' **VLOOKUP 应用条件: C 列单元格必须是一个数字 (即成本要素代码)**
87      ' 这可以安全跳过所有文本行 (如表头、合计) 和空白行
88      If IsNumeric(wsTarget.Cells(rowNum, "C").Value) And
89      wsTarget.Cells(rowNum, "C").Value <> "" Then
90
91          ' VLOOKUP 公式 (查找 C 列, 在 A:C 范围的第 3 列返回数据)
92          Dim sVlookupFormula As String
93          sVlookupFormula = "IFERROR(VLOOKUP(C" & rowNum & ",," &
94          sLookupRangeFormula & ",3,FALSE),"""")"

```

```
92
93          ' 1. 应用公式
94          With wsTarget.Cells(rowIndex, "AM")
95              .Formula = "=" & sVlookupFormula
96
97          ' 2. 转换为值, 去除公式
98          .Value = .Value
99      End With
100
101     End If
102     Next rowIndex ' 继续下一行
103
104     End If
105
106     Set wsTarget = Nothing
107     Set wsSource = Nothing
108
109     ElseIf wsSource Is Nothing Then
110         If Not wsTarget Is Nothing Then
111             missingSheets.Add sSheetName
112         End If
113     End If
114
115     Next sSheetName
116
117     ' -----
118     ' 生成缺失成本中心清单
119     ' -----
120     If missingSheets.Count > 0 Then
121
122         Dim wsReport As Worksheet
123         On Error Resume Next
124         Set wsReport = wbTarget.Sheets("缺失成本中心清单")
125         If wsReport Is Nothing Then
126             Set wsReport =
127             wbTarget.Sheets.Add(After:=wbTarget.Sheets(wbTarget.Sheets.Count))
128             wsReport.Name = "缺失成本中心清单"
129         Else
130             wsReport.Cells.Clear
131         End If
132         On Error GoTo ErrorHandler
133
134         wsReport.Range("A1").Value = "目标工作簿中存在, 但费用明细表缺失的 Sheet /"
135         ' 成本中心"
136         wsReport.Range("B1").Value = "状态"
137         wsReport.Range("A1:B1").Font.Bold = True
```

```
137     Dim rowNumReport As Long: rowNumReport = 2
138     Dim item As Variant
139
140     For Each item In missingSheets
141         wsReport.Cells(rowNumReport, 1).Value = item
142         wsReport.Cells(rowNumReport, 2).Value = "费用明细表（源）缺失"
143         rowNumReport = rowNumReport + 1
144     Next item
145
146     wsReport.Columns("A:B").AutoFit
147 End If
148
149
150 ' -----
151 ' 清理和退出
152 ' -----
153 ExitSub:
154
155 If Not wbSource Is Nothing Then
156     On Error Resume Next
157     If Not wbSource Is ThisWorkbook Then
158         wbSource.Close SaveChanges:=False
159     End If
160     On Error GoTo 0
161 End If
162
163 Application.ScreenUpdating = True
164
165 If Err.Number = 0 Then
166     MsgBox "数据匹配和清单生成完成！请检查 AM 列和新的清单工作表。",
vbInformation
167 End If
168
169 Exit Sub
170
171 ' -----
172 ' 错误处理程序
173 ' -----
174 ErrorHandler:
175     MsgBox "运行过程中发生错误，错误号：" & Err.Number & "，错误描述：" &
Err.Description, vbCritical
176     Resume ExitSub
177
178 End Sub
```