What is VBA?

VBA means Visual Basics for Applications. It is a programming lang which is part of Microsoft office suilt applications. We use it in Excel in data analysis

how to find it in Excel?

Go to developer ribbon. By default it is disabled. To enable go to anyother ribbon right click customize ribbon and enable developer ribbon. There we can find visual basic

\* How to use recorder to record and replay Macros (steps or actions)

We select a cell and then click record macro and perform our actions. Give a name(without any space). Once done with our action stop the recording.

For instance: we wanted to create a automation to fill in a color to cell we like and also bold it. To create this, we go developer ribbon and click start recording macro. And perform the action to a selected cell fill in a color and bold it. Once done stop recording. Then go to insert ribbon and insert a rectangle shae and fill it with the name Fill color. To use this as a button right click on the shape and select Assign macro and choose whatever we created

\* How to write your own code using Visual Basic Editor (VBE)

To check how the code was written go to developer ribbon and click on visual basic there you can see the code

\* Making a simple to-do list app in Excel

1. select the cells which will have numbers or check mark and go to conditional formatting and create a rule. Click new formatting rule change the icon to tick mark when the number value is greater or equal to 1 and ‘X’ mark when it is lesson than 0.

2. go to visual basic. From module insert module

Sub MarkItem()

‘This macro will mark an item as done by placing 1 in the next cell

If ActiveCell.Value <>”” Then

If ActiveCell.offset(0.-1).Value <> 1 Then

ActiveCell.offset(0.-1).Value = 1

Else

ActiveCell.offset(0.-1).Value = -1

End If

End if

End Sub

\* Creating a data extractor app in Excel

Graphical user interface, text, application, email

Description automatically generated