

**Excel Assignment - 16**

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

:- An Excel macro is an action or a set of actions that can be recorded, named, saved and executed as many times as required and whenever desired. By using macros, we are able to automate repetitive tasks associated with data manipulation and data reporting that must be accomplished repeatedly.

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

:- 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.

1. 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.

hi 78 hello 69 ineuron 45

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

:- Microsoft Visual Basic for Applications (VBA) enables non-programmers to record, create, and edit macros that can automate tasks in Office applications.

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

:- The Properties window lists the design-time properties for selected objects and their current settings. You can change these properties at design time. When you select multiple controls, the Properties window contains a list of the properties common to all the selected controls.

To navigate the Properties window

From the View menu of the Visual Basic Editor, choose Properties window (F4).

Select the object whose properties you want to display. You can either use the mouse to select the object or use the Project Explorer to choose from a list.

Click the Alphabetic tab to display properties in alphabetic order, or choose the Categorized tab to display object properties by category.

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

:- Use the Immediate window to debug and evaluate expressions, execute statements, and print variable values. The Immediate window evaluates expressions by building and using the currently selected project.