

## How to use "Convenient tool (NeconoteTools) " [Ver. E2.0]

1	Introduction .....	2
1.1	Function of add-in .....	2
1.2	Shortcut key of whole.....	2
1.3	What can be solved with this add-in .....	3
2	Explanation of each function .....	4
2.1	Automatic row height adjustment function.....	4
2.1.1	Process when the sentence exceeds the height limit value of the cell row.....	5
2.1.2	Execute to the entire sheet .....	6
2.1.3	Shortcut key .....	6
2.1.4	Display status .....	6
2.1.5	Correspondence to hidden rows.....	6
2.1.6	Correspondence to hidden columns.....	6
2.1.7	Cell end linefeed change.....	7
2.1.8	For those who would like to use the line height automatic adjustment function at your own VBA....	8
2.2	Automatic row height adjustment function (all sheets) .....	9
2.3	Automatic column width adjustment function.....	10
2.4	Non-display cell optimization function .....	11
2.5	Spell and sentence checking function .....	12
2.5.1	Function restriction .....	12
2.5.2	Changing option settings due to execution.....	12
2.5.3	Check result example .....	13
2.5.3.1	In the case of "full text display" .....	13
2.5.3.2	In the case of "indication only indication" .....	14
2.5.4	Select the storage location of results.....	14
2.5.5	Select document style .....	14
3	Addin settings .....	15
3.1	Step 1 : Unblock the add-in file.....	15
3.2	Step 2: Copy the add-in to the Add-in folder over.....	15
3.3	Step 3 : Specify add-in (for Excel 2010 ) .....	16
3.4	Other: Unsetting the add-in .....	17
4	Operating environment.....	17
5	Terms of use .....	17
6	Disclaimer .....	17
7	Contact information .....	17
8	History .....	18

## 1 Introduction

You can no longer use and does not unblock the add-in file by Windows Update that have been updated in 2016/7. For this reason, please unblock the file properties and use it.

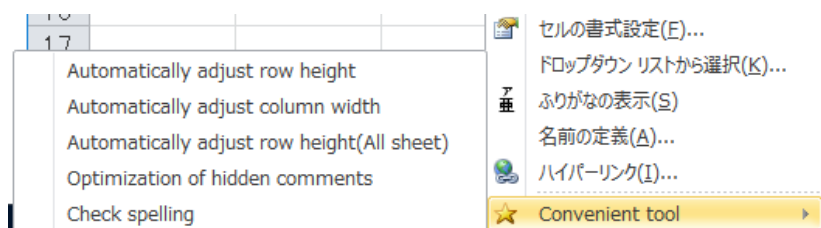
### 1.1 Function of add-in

This program is an add-in for Microsoft Excel. This add-in has the following five functions.

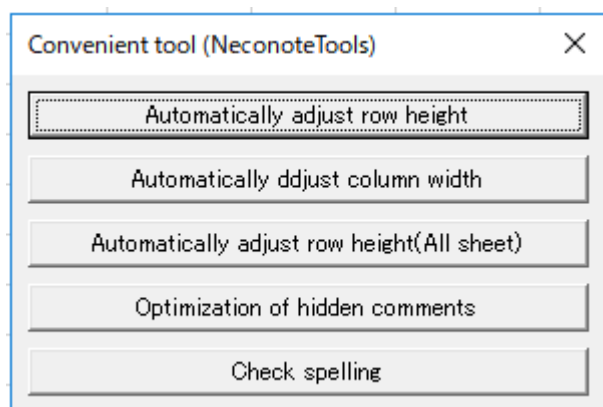
- Automatic row height adjustment
  - Automatically adjust (adjust) the height including the merged cell for the row of the selected cell .  
Two types of "for display" and "for printing" are prepared, "for display" is automatically adjusted to the height of the cell row when viewed on the screen, "for printing" is automatically adjusted to the optimum cell row. Automatically adjust to the height of.
- Automatic row height adjustment (all sheets)
  - It performs automatic adjustment of the height of a row in the collectively for all sheets of one book you have selected.
- Change the number of newlines at the end of the cell. (This function can be selected when " Automatic row height adjustment " is selected)
  - Change the number of line feeds at the end of each cell for the currently selected cell. (It is also possible to reduce)
- Automatic column width adjustment
  - Automatically adjust (adjust) the width including the combined cell for the selected cell column .  
"Numeric cell only" and "All" are prepared. In "Numeric cell only", the width is adjusted only for numerical cells, and "All" is automatically set for all cells. Perform adjustment.
- Hidden comment optimization
  - Automatically adjusts the size and position of hidden comments on selected sheets. The width of the width is fixed width.
- Spell and sentence checking
  - Microsoft Check the spelling and sentences of the entire Excel workbook by using the " spelling check and grammar proofing " function of Word, and save the list of check results as a Word file on the desktop. Two kinds of "full text display" and " indication only display" are prepared for the display of the result .

### 1.2 Shortcut key of whole

When setting up the add-in , "convenience tool" is added to the shortcut menu (right click menu) . When you move the cursor to "convenience tool", a shortcut is displayed, and you can execute each function by selecting with left click.



By pressing "Ctrl + Shift + n", the whole shortcut menu screen is displayed.



### 1.3 What can be solved with this add-in

#### Problem that automatic adjustment of width of combined cell is not done

Excel does not automatically adjust the width at all for the cell which became the merged cell. In this way, cells that are made into connected cells will be manually adjusted one by one by one person. In order to do it manually, the width varies and the mistake that the part to be displayed is not displayed occurs.

→ Although this problem is only height, it can be solved by "line height adjustment function".

#### Problem that characters that are displayed when the display does not appear at the time of printing

On the PC screen, the end of sentences are often broken and disappear at the time of printing. The same problem occurs even if you convert it to PDF file as well as printing.

→ This problem can be solved with "line height adjustment function".

#### A problem that the position and size of the non-display comments would imperceptibly changed

Hidden comments As the document is being created, its size and position change to an unintended size, and it moves to an unintended location.

→ This problem can be solved with "hidden comment optimization function".

#### Problem that the text check function of Excel is only a spell check

Excel does not check sentences in Japanese and does not check sentences in graphics.

→ This problem can be solved by "Spell and sentence check function".

Microsoft Word (hereafter, Word and to represent) in order to use the functions of the "Spelling and Grammar", you can check the equivalent to Word. However, we do not currently support it until fix execution. Also, please check the result of the check in the full-text display by using the "standard notation check" of Word standardreview function.

In the next chapter, I will explain detailed usage of add-in.

For those who would like to set it up and use it for now, please proceed to "3 add-in settings".

## 2 Explanation of each function

### 2.1 Automatic row height adjustment function

Row cell in the row to be automatically adjusted or while selecting the row, and selecting "automatic adjustment line height" in the shortcut menu, including against the rows specified in the selected cells, the binding cell Automatically adjusts the height of the object. (The cell you select can be any column of cells . )

\* It can now be executed from Ver. 1.5 by selecting a line number .

Two types of "for display" and "for printing" are prepared for automatic adjustment of the line height.

When "for display" is executed

It automatically adjusts to the optimum line height when displaying on the PC. It is suitable for cases where you do not need to print and want to display on PC.

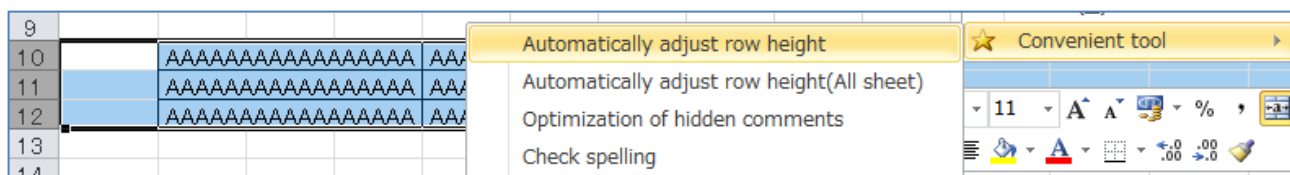
When "for printing" is executed

Automatically adjusts to the optimum line height in printing. It is suitable when you want to display until the end of each cell and print it.

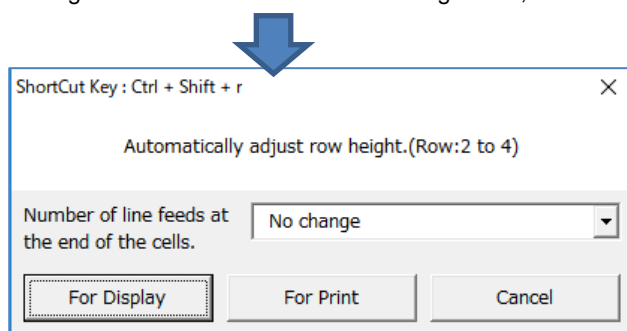
If more than one font is specified in one cell, adjust the height slightly larger.

\* Since we use the name "temporary work for VBA macro temporary work 【Please delete if it remains "】 as a temporary work file, if there is a sheet with the same name, we delete that sheet. For this reason, please do not create sheets with the same name.

\* Please note that you cannot perform the return operation ( Ctrl + Z ) because it is VBA .

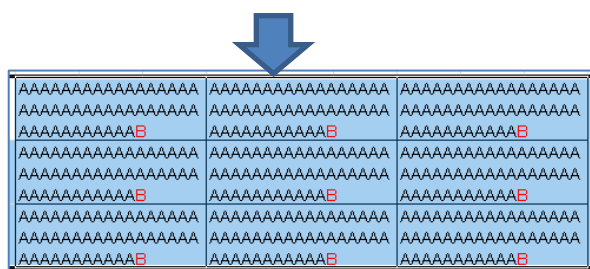


Although the selected cell above is a merged cell, it can be adjusted to the proper line height by using this add-in.



To adjust only the height of the line , execute with "Do not change the number of line feeds".

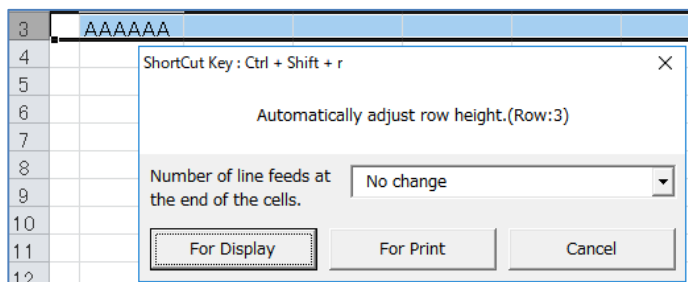
The cell end line feed number change setting is explained in " 2.1.7 Cell end line feed count change " .



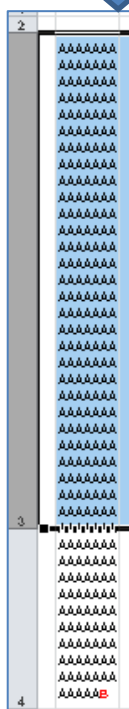
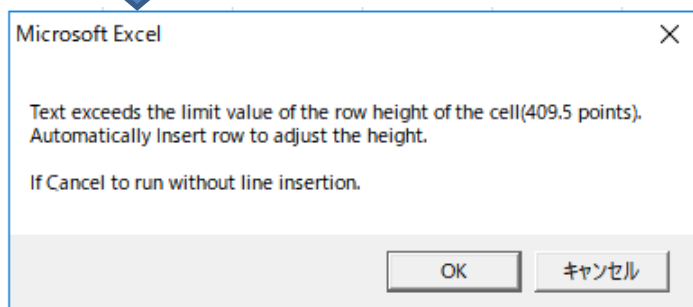
### 2.1.1 Process when the sentence exceeds the height limit value of the cell row

"Automatically adjust the height of rows including merged cells" adds lines and automatically adjusts if the sentence exceeds the cell's row height limit (409.5 points).

If the sentence exceeds the cell's row height limit value (409.5 points), a message box is displayed, and if line insertion processing can be performed (in the case of "OK"), insert a line and high It automatically adjusts. In case of "Cancel", the height is automatically adjusted without inserting a line. When inserting a row, it automatically joins the cell of the inserted row and the cell one above it. The message box is displayed only once during execution, thereafter the process selected by the message other height you also for a cell exceeds the limit value of one line.



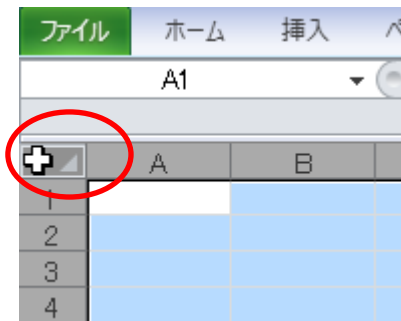
← The state exceeds the limit value of the row height.



### 2.1.2 Execute to the entire sheet

To automatically adjust the height of the entire sheet, click on the top left corner of the sheet (see the figure below), then right click to display the shortcut menu and execute "Automatically adjust the line height" please.

Execution is performed from "the first line" to "the last line with the data described". Therefore, as long as the description range is not huge, execution time is not so much.

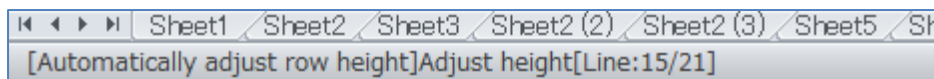


### 2.1.3 Shortcut key

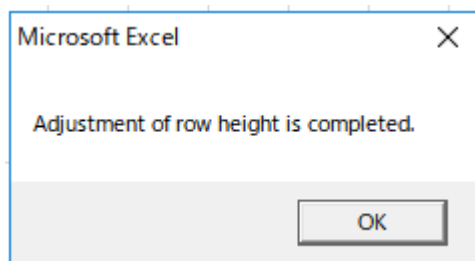
"Ctrl + Shift + r" and press the screen of automatic height adjustment of the line will be displayed.

### 2.1.4 Display status

The current processing status is displayed in the bar at the lower left of the Excel window.



When processing is completed, the following message box is displayed.



### 2.1.5 Correspondence to hidden rows

When executing the auto height adjustment function of Excel standard line on non-display line, the non-display is canceled and it takes time to return it again by hiding it again. In order to solve this problem, in this add-in, hidden in the back of the line was hidden prior to execution after the automatic height adjustment of the line.

### 2.1.6 Correspondence to hidden columns

For cells in hidden columns , we only adjust the height of Excel standard rows for " display " and "for printing".

### 2.1.7 Cell end linefeed change

Change the number of line feeds at the end of each cell for the cell in the range enclosed by the cell at the top left of the selection and the cell at the bottom right. For example, you can add 3 lines of line feeds and then return to line 0.

The cell end line feed number change function is executed by setting the selection of combo box of "Cell end line feed number change setting" to "change line feed to 0" and pressing "for display" or "for printing". At this time, automatic height adjustment of the line is done at the same time.

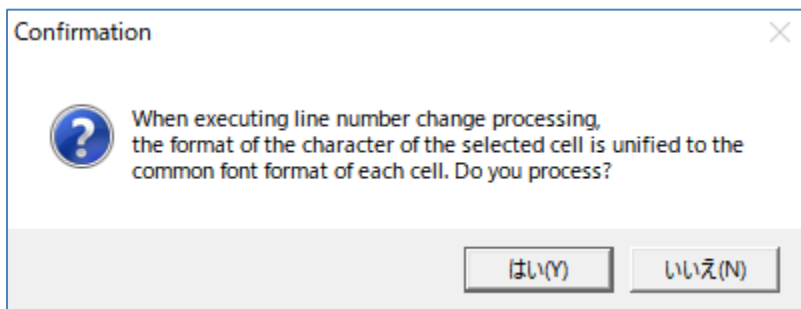
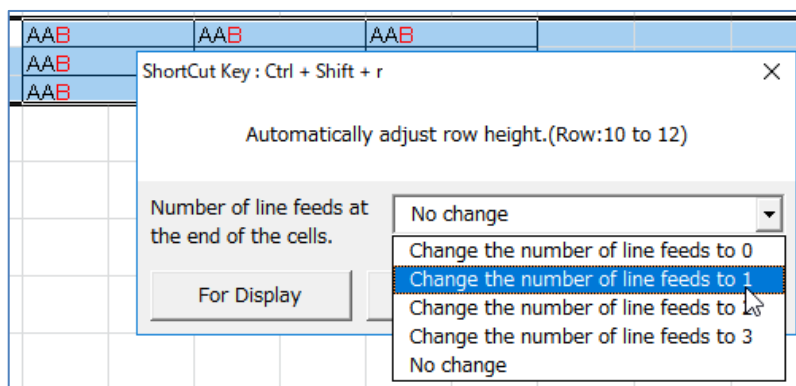
With this function, you can change line breaks at once, improving the viewability of the table.

※ Note that the common font format of each cell's character of the cell which executed the processing is unified

\* No line feed processing is performed for empty cells.

\* Line feed processing is not performed for cells of mathematical formulas.

\* Please note that you can not perform the return operation ( Ctrl + Z ) because it is VBA .



↑ Execute with "yes", exit with "no".

AAB	AAB	AAB
AAB	AAB	AAB
AAB	AAB	AAB

↑ The number of line feeds at the end of each cell has been changed to 1.

2.1.8 For those who would like to use the line height automatic adjustment function at your own VBA  
We prepared a function that does not display a message for those who want to use the line height automatic adjustment function in your own VBA. With the "Convenient tool (NeconoteTools).xlam " add-in set up, if you write the following description in VBA, you can execute the height adjustment macro of the line without message display for the selected line.  
The row insertion function for cell row height limit value (409.5 pointer) is invalid.  
Also, height adjustment cannot be done for sheets with sheet protection.

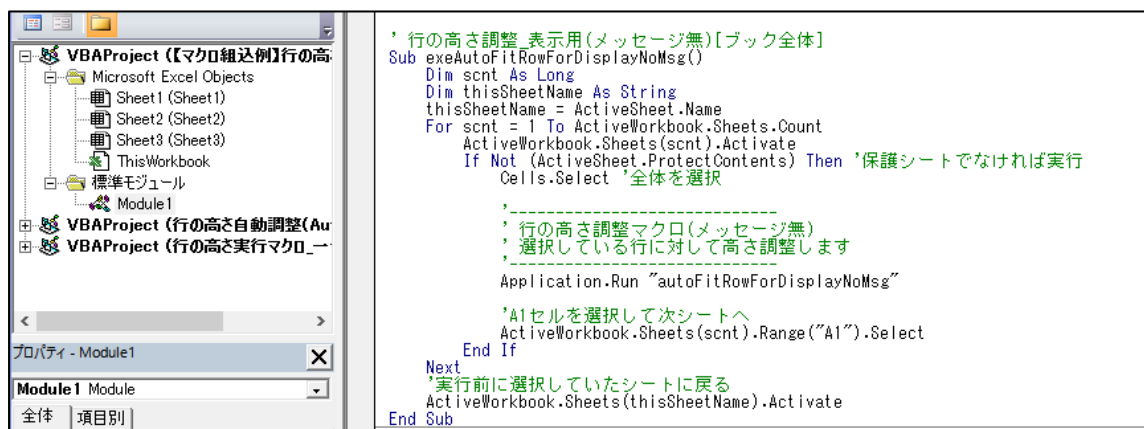
■ For display

Application.Run " autoFitRowForDisplayNoMsg "

■ For printing

Application.Run " autoFitRowForPrintNoMsg "

The following is an example of description when automatic adjustment of the height of the line not displaying the message is selected for the whole book.

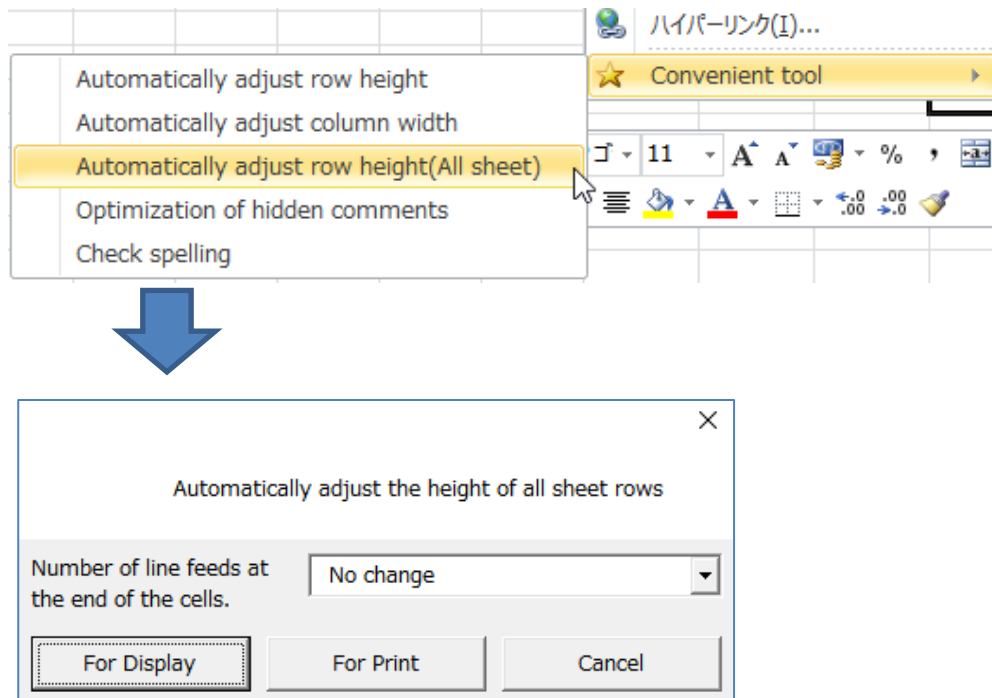




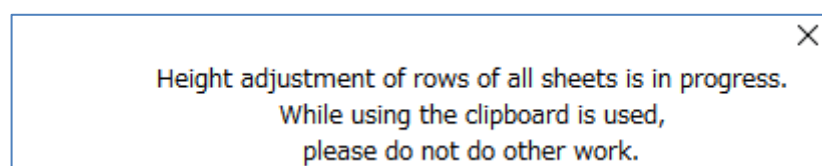
## 2.2 Automatic row height adjustment function (all sheets)

Automatically adjust the line height for all sheets of the selected book . Similar to " Line Height Adjustment Function ", you can select "for display" and "for printing", and to change cell end breaks .

Note: Since the original to adjust the height of the row character strings described in the cell regardless of the described character string to the graphic, the character string in the figure by vertical size of the figure is changed after height adjustment of the line Please check whether it is not visible.



During execution, the progress bar is displayed in the bar at the lower left of the Excel window and the following message box is displayed.



### 2.3 Automatic column width adjustment function

If you select "Auto Column Width" in the shortcut menu while selecting the cell or column of the column you want to adjust automatically, you can select the column of the column including the merged cell. We will automatically adjust the width. (When selecting and executing a cell, which row cell can be selected)

\* It can also be executed by selecting a column number.

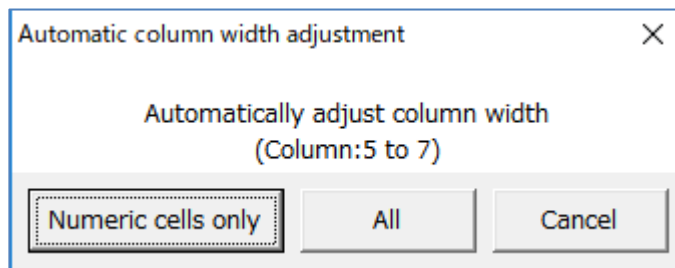
Two kinds of "number cell only" and "all" are prepared for the automatic adjustment of the column width.

When "numerical cell only" is executed

It is used when the number cell is "###". Adjust width only for numeric cells so that the whole number is displayed.

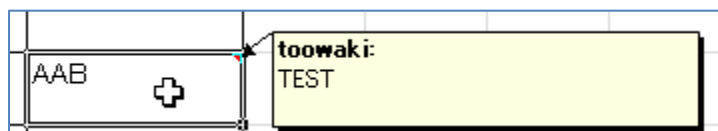
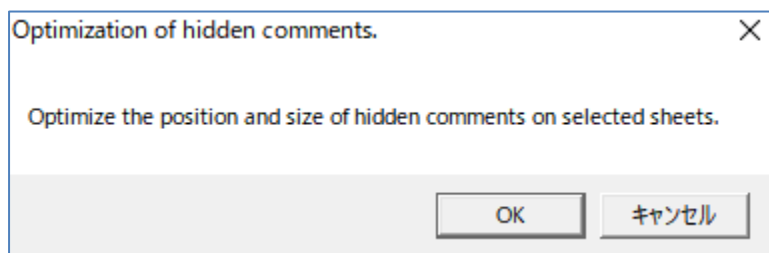
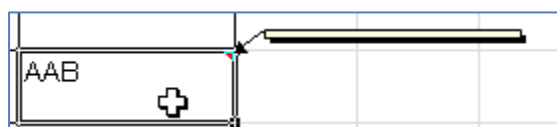
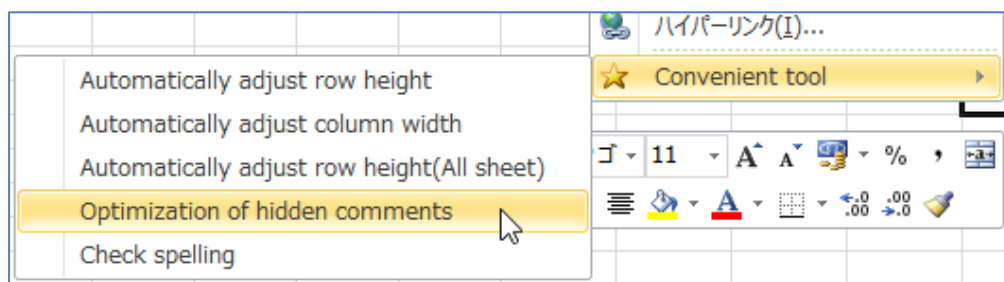
When " All " is executed

Automatically adjust the width for all cells. It should be noted that the maximum value of the width has been set to 250 pixels.



## 2.4 Non-display cell optimization function

By left clicking on "Optimize hidden comment" on the shortcut menu, optimization of the size and position of the non-display cell of the selected sheet is executed. In addition, the width is fixed width.



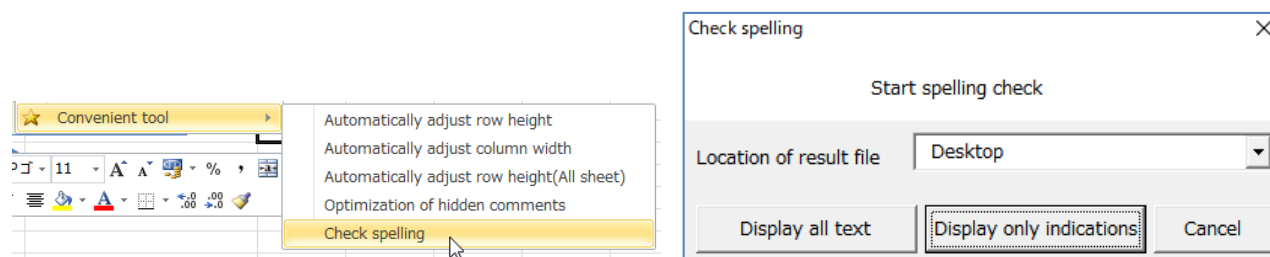
## 2.5 Spell and sentence checking function

This function of grammar check works only in Japanese version.

Spelling and grammar check function, you can run 2 "of the spelling and grammar check" by left-clicking on the shortcut menu. Call "spelling and grammar" function from Word from Excel and display the check result in Word file.

Check the spelling and sentences of the entire book of the selected Excel file and display the list of check results in the Word file. Two kinds of "full text display" and "indication only display" are prepared for the display of the result.

You can also select the storage location of the result and select the style of the document.



### 2.5.1 Function restriction

To "spelling and grammar check" function at this stage, there is a functional restriction of the following two points.

\* The notation check of the notation can not be done

However, "Distortion check notation" is not executed. If you also want to check the "distortion fluctuation check", please check "Word notation fluctuation check" which is Word's standard function for the list outputted in "Full text display".

※ [Office 2013 or earlier] One sentence of Japanese typographical error is one sentence (sentence separated by punctuation marks) .

It pointed out that Japanese typographical is, only you do not make first pointed out in case there is more than one in one sentence. However, since sentences with indications are always output as check results, please use the grammar proofreading function of Word to check the contents of other remarks on that sentence. In addition, I will point out the spelling check without omission.

※ [ Office 2016 or later] Only Japanese typographical errors are indicated with "Japanese typographical errors [see left]".

Office 2 016 , specification of Microsoft Word has changed and it is no longer possible to acquire detailed information, so in Excel 2 016 it is recommended to display only Japanese phonetic characters [see left] did.

With MS Office Update, Excel 2016 now also shows the contents of Japanese indications.

### 2.5.2 Changing option settings due to execution

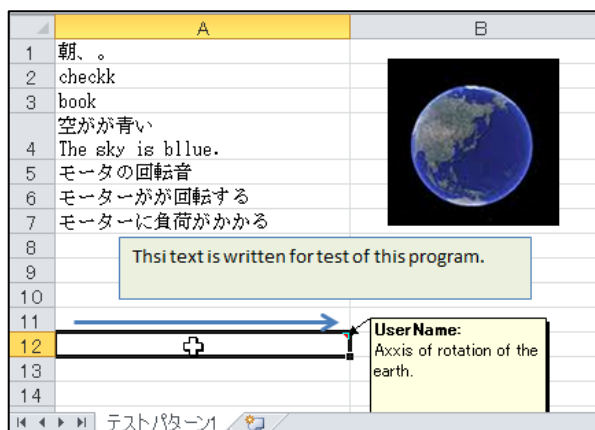
Check in order to point out point when you open a Word file has to be visible in the result, and change the option setting of "spelling and grammar check" function theWord grammar of the following two points when you run.

\* Set spelling check on input to ON .

※ the "style of the document" should be set to document style specified in this add-in.

### 2.5.3 Check result example

The result of executing "Check spelling and documents" against the description of the following Excel file is shown below.



#### 2.5.3.1 In the case of "full text display"

Where spell checks and sentences are pointed out, white areas are painted, and places with no indications are gray.

The " position " column is a hyperlink , you can fly to the place where the file is described by holding down the Ctrl button and left clicking . Notation checks are not supported. For this reason, even with the gray part, the wavy line of green appears in the " motor, motor " part by Word's standard checking function . In addition, the user name of the comment is not included in the check target.

スペルと文章のチェック結果 (対象ファイル: テストパターン.xlsx) .doc			
位置	タイプ	原文	指摘
テストパターン1!A1	セル	朝、。	句読点の連続、
テストパターン1!A2	セル	checkk	スペルミス? check
テストパターン1!A3	セル	book	
テストパターン1!A4	セル	空がが青い The sky is blblue.	入力ミス? 空が青い スペルミス? blue
テストパターン1!A5	セル	モーターの回転音	
テストパターン1!A6	セル	モーターがが回転する	入力ミス? モーターが回 転
テストパターン1!A7	セル	モーターに負荷がかかる	
テストパターン1!A8	図形	This text is written for test of this program.	スペルミス? This
テストパターン1!A12	コメント	UserName: Axis of rotation of the earth.	スペルミス? Axis

### 2.5.3.2 In the case of "indication only indication"

We extract and display only the spelling check and the points where sentences are pointed out.

スペルと文章のチェック結果 (対象ファイル: テストパターン.xlsx) .doc			
位置	タイプ	原文	指摘
テストパターン 1!A1	セル	朝、。	句読点の連続、
テストパターン 1!A2	セル	checkk	スペルミス? check
テストパターン 1!A4	セル	空がが青い The sky is bllue	入力ミス? 空が青い スペルミス? blue
テストパターン 1!A6	セル	モーターがが回転する	入力ミス? モーターが回 転
テストパターン 1!A8	図形	This text is written for test of this program.	スペルミス? This
テストパターン 1!A12	コメント	UserName Axxis of rotation of the earth.	スペルミス? Axis

### 2.5.4 Select the storage location of results

You can select "desktop" or "same hierarchy as target file" as the place to save the check result file .

スペルと文章のチェック結果 (対象ファイル: テストパターン.xlsx) .doc			
位置	タイプ	原文	指摘
テストパターン 1!A1	セル	朝、。	句読点の連続、
テストパターン 1!A2	セル	checkk	スペルミス? check
テストパターン 1!A4	セル	空がが青い The sky is bllue	入力ミス? 空が青い スペルミス? blue
テストパターン 1!A6	セル	モーターがが回転する	入力ミス? モーターが回 転
テストパターン 1!A8	図形	This text is written for test of this program.	スペルミス? This
テストパターン 1!A12	コメント	UserName Axxis of rotation of the earth.	スペルミス? Axis

### 2.5.5 Select document style

You can adjust the level of in you to select the "style of the document" in Word In the document calibration options. With this add-in, you can also select "document style" in the document proofreading option, and check the sentences according to the set style. For each document style detailed setting, please set it with Word's document proofreading option.

### 3 Addin settings

As for how to set up the add-in, searching google and other search sites such as "How to use Excel add-in" etc. and a site with polite explanation will come out, so please go to step 1 and smooth I think that I can set it.

#### 3.1 Step 1 : Unblock the add-in file

※ by the Windows Update around July 2016 Excel add-acquired from the Internet is as useless and not unblocked. For this reason, open the property screen of Excel add-in (Convenient tool (NeconoteTools).xlam) and unblock it. You will be able to use it. (Right click on the file and select Properties, the following property screen will appear.)



#### 3.2 Step 2: Copy the add-in to the Add-in folder over

C: ¥ Users ¥ [user name] ¥ AppData ¥ Roaming ¥ Microsoft ¥ AddIns ([User name] depends on the user) there is a place to save Excel add-in, please save this add-in (Convenient tool (NeconoteTools). xlam) there.

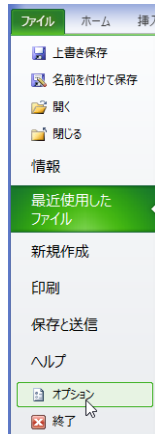
\* When adding add-in , it opens the above AddIns folder, so you can save it easily by saving this add-in at that time .

For Excel 97 - 2003 users , please use the add-in for Excel 97-2003 in "Excel 97-2003 ( xla file)" folder.

\* It seems that Excel 2013 does not work unless it saves it in AddIns folder. Therefore, please save the add-in in the above AddIns folder. Also, since the add-in reads every time at the time of execution, please keep the add-in file in the same place even after setting it.

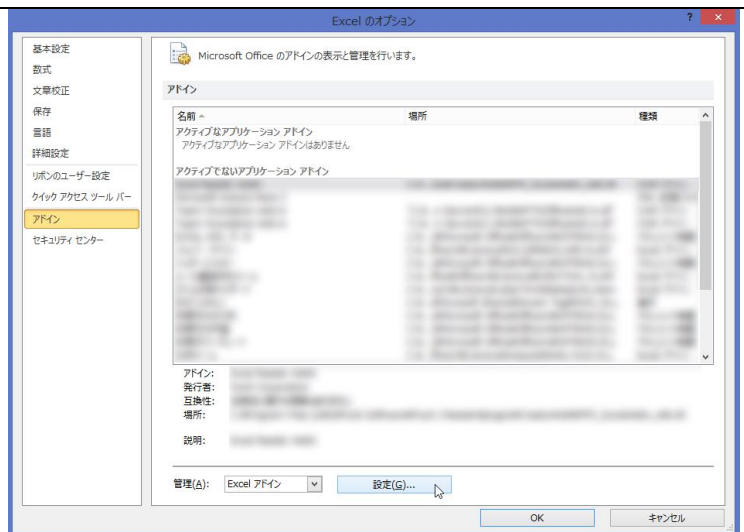
### 3.3 Step 3 : Specify add-in (for Excel 2010 )

(1) On the Excel screen, press the [File] toolbar -> option to open the Excel Options dialog box.



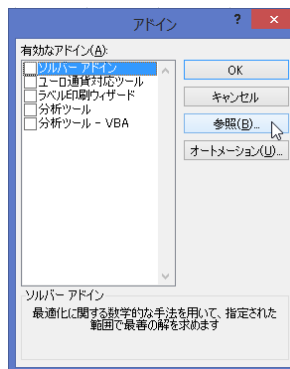
(2) In the left pane of the Excel Options dialog box, click Add-Ins.

(3) Confirm that the [Management] list box under the dialog box is "Excel add-in" and click the [Set] button.



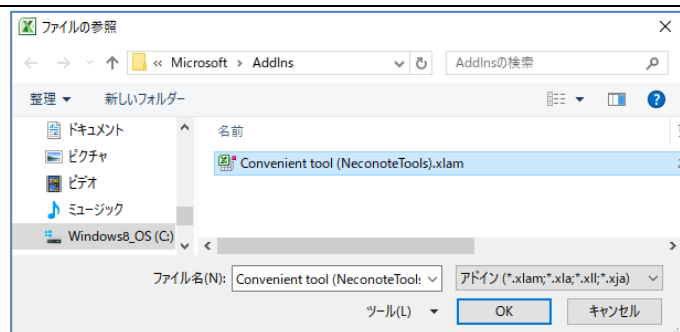
(4) When executed, the [Add-in] dialog box will be displayed.

(5) Click the [Browse] button. When you do this, the Browse for File dialog box appears.



(6) Please specify the add-in saved earlier in step 1.

At this time you can save this add-in to the AddIns folder (paste it) easily.

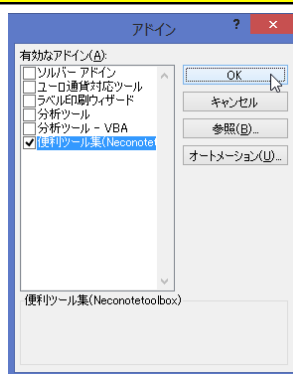




(7) Since this add-in was added to the [Add-In] dialog box , press OK.

Setting is complete with this.

Because this add-in is designed to read at Excel startup, restart Excel.



### 3.4 Other: Unsetting the add-in

(1) In the Add-In dialog box , uncheck the check box for "Convenient tool (NeconoteTools)" .

(2) Open the folder where the entity of the add-in ( Convenient tool (NeconoteTools) .xlam ) is saved and move or delete the entity ( xlam file) of the add-in to another folder.

(3) With the add-in entity ( . Xlam file) no longer exists, open the Add-In dialog box and click the add-in you want to unregister. When you do this, a confirmation "Add-in not found, delete from the list?" Is displayed.

If you click the [Yes] button here, the add-in registration will be canceled and it will be deleted from the list in the [Add-In] dialog box.

## 4 Operating environment

・ Excel 97 to 2003, Excel 2010, Excel 2013 (32 bit version , 64 bit version ) , Excel 2016, Excel2019( Tested by Office365 MSO(16.0.11425.20220) 32bit)

## 5 Terms of use

This program is freeware. Copyright toowaki has copyright.

Please reprint freely. Also, please do not alter or change add-ins attached to this software.

## 6 Disclaimer

Regardless of the damage caused by using this program, the author is not involved at all.

Please use this program at your own risk.

## 7 Contact information

If you have any requests, please email toowaki.fc2@gmail.com.

## 8 History

date	Contents	Ver.
2015/01/31	Create New	1.0
2018/07/14	English version (=Japanese version v2.6)	EN1.0
2019/4/17	Added shortcut key of whole. Shortcut key is "Ctrl + Shift + n".	EN1.1
2021/3/17	<u>Automatic row height adjustment function</u> Fixed the cell height adjustment function when the font size is smaller than the default font size.	EN2.1