

Collin College - Continuing Education COURSE SYLLABUS

COURSE INFORMATION

Course Number: BAPP 6180

Course Title: Excel VBA I

Course Description: Learn advanced programming methods for Excel using VBA to automate data entry, make spreadsheets user friendly, and add significant productivity.

Suggested Course Prerequisite(s): Experience with Excel

Course Resources:

Excel 2016 Power Programming with VBA
Michael Alexander, Richard Kusleika
Wiley; 978-1-119-06772-6

Student Learning Outcomes:

1. Apply VBA programming to use Excel features: Userforms, toolbars, menus, error codes & debugging.
2. Working with controls.
3. Working with multiple worksheets with a focus on building a user friendly, automated interface.

Certification Notes: N/A

Next course recommendation: Excel VBA II

Refund Policy: Please refer to www.collin.edu/ce/infoRegistrar.html for our refund policy. No refunds after the start time of the first class.

Americans with Disabilities Act: Collin College will adhere to all applicable federal, state and local laws, regulations and guidelines with respect to providing reasonable accommodations as required to afford equal opportunity. It is the student's responsibility to contact the ACCESS office, SCC-D140 or 972.881.5898 (V/TTD: 972.881.5950) to arrange for appropriate accommodations. See the current *Collin Student Handbook* for additional information.

Course Sessions: Listed are guidelines to indicate all topics that will be covered during your course. Do not plan your personal calendar based on these sessions. Your instructor will give you a calendar for your class that will indicate specific topics, assignments, and days.

Lesson Plan – by week or session:

Session 1: Excel in a Nutshell

Formula Tricks and Techniques

Session 2: Understanding Excel Files

Essentials of Spreadsheet Application Development

Session 3: Introducing Visual Basic for Applications

VBA Programming Fundamentals

Session 4: Working with VBA Sub Procedures

Creating Function Procedures

Session 5: VBA Programming Examples and Techniques
Custom Dialog Box Alternatives

Session 6: Introducing UserForms
UserForm Examples

Session 7: Advanced UserForm Techniques
Developing Excel Utilities with VBA

Session 8: Working with Pivot Tables

Method of Evaluation: Unless otherwise stated, course completion is evaluated on the basis of attendance. Students must be in attendance 90% of each course in a certificate series for successful completion and to earn a certificate as specified.