

About this course

This advanced course looks at recording simple macros in Excel to automate repetitive tasks.

Please note: This is not a VBA code writing course.

You will learn how to plan and use keyboard shortcuts to create efficient macros, as well as recording macros using relative and absolute referencing.

This course covers assigning macros to buttons and toolbars along with viewing the code that is created in your recorded macros and making simple edits.

Get in touch

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EXCEL

Recording Macros

What you'll learn

Recording Macros

- Understanding Excel macros
- Developer tab
- Recording a simple macro
- Naming macros
- Running a recorded macro
- Relative & absolute references
- Personal Macro Workbook
- Keyboard shortcuts

Editing recorded macros

- Viewing macros
- Editing a macro
- Setting macro security
- Saving macro workbooks

Running Macros

- Assigning a keyboard shortcut
- Assigning a macro to the toolbar
- Assigning a macro to a button

