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## Microsoft Excel Automating Excel

- Aim:** Learn to use Excel to automate your work through the use of Macros. Gain an understanding of Visual Basic and how it can be used with Microsoft Excel.
- Pre-requisite:** Windows Introduction and Microsoft Excel Intermediate or equivalent knowledge.
- Duration:** 3 hours
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### Course Content

#### Macros

- Recording Macros
- Absolute and Relative References
- Assigning Macros
- Running Macros
- Adding Shortcut keys, buttons, and icons

#### Visual Basic for Applications

- Introduction to VBA
- Editing Macros
- Copying Macros
- Errors in Macros
- Debugging Macros

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