VBA deepening for Word («VBWRD»)

This two-day seminar is aimed at users and developers who have VBA basics and want to further automate tasks and processes in Word.

Duration: 2 days
Price: 1'300.–
Course documents: Digital Courseware

Content

1. Word object model
   - Application
   - Documents, templates
   - Range, selection
2. Templates
   - "NORMAL.dotm
   - Styles
   - Creating own templates
3. Document structure
   - Pages
   - Sections, paragraphs, and words
   - Header and footer
   - Tables
   - Graphic elements
4. Bookmarks
   - Positioning bookmarks
   - Content bookmarks
   - Defining bookmarks
   - Filling bookmarks with content
5. Automization
   - Starting macros in different ways
   - Reacting to events with macros
   - Using quick parts and autotext functionalities
6. Forms
   - Working with controls, ie textboxes, buttons, combo boxes,...
   - Programming of event procedures
7. Importing data from other Office applications

Key Learnings

- Deepening your VBA knowledge in Word
- Creating Word Document Templates
- Understanding the object model of Word
- Integration of controls in forms

Target audience

Power users, Office Managers, users and developers who work with Excel, already have previous knowledge of VBA that want to automize processes in regards to Word documents.

Requirements

No VBA basics are taught in this course. A very good knowledge of Word and VBA is required, as well as the attendance of the following course with an interval of 4-6 months:

- Visual Basic for Applications (VBA) Basics («VBGLN»)

Additional information

This course is also suitable for users of Word 2016, 2013 and 2010.

Further courses

- Microsoft Office programming with VBA («VBOFFP»)

Any questions?

We are happy to advise you on +41 44 447 21 21 or info@digicomp.ch. You can find detailed information about dates on www.digicomp.ch/courses-microsoft-office/microsoft-office-apps/microsoft-word/course-vba-deepening-for-word