

# Introduction to Programming with Visual Basic for Applications in Word 2000

## A Two Day Training Course



### Course Aims

---

This course has been specially designed for advanced users who want to make use of the more powerful features of MS Word 2000 made available by VBA. During the course delegates will build on their current knowledge of macro writing to produce automated form scripts, taking information input through to integration within the document and application.

### Course Outline

---

- Overview of the features, concepts and terms used within Recording a Macro
- Running a Macro from a button, shortcut, tools menu
- Copying, moving macros between templates, deleting macros
- The Visual Basic programming language
- Sub Procedures and Function Procedures
- Variables, Data types, constants
- Exploring objects, properties and methods
- Getting input from the user
- Giving feedback to the user
- Macro control structures
- Creating user forms
- Working with user input
- Getting the user input into the document

### Target Audience

---

Experienced users of MS Word 2000 who wish to develop further automation within the application.

### Assumed Knowledge

---

Delegates must have experience of creating templates and recording macros in MS Word 2000.

Xpert Solutions Limited  
44 Hanover Street  
Edinburgh  
EH2 2DR  
tel: 0131 225 8090  
fax: 0131 225 3434  
info@xpertsolutions.co.uk  
**www.xpertsolutions.co.uk**

Registered in Scotland No. 175821  
Registered Office: 44 Hanover Street  
Edinburgh EH2 2DR