

Independent Project 9-5

Courtyard Medical Plaza developed a trainer's worksheet for personalized workout plans. You record and edit macros for a macros-only workbook and run the macros in the trainer's workbook. ***This project has been modified for use in SIMnet.***

Skills Covered in This Project

- Set macro security options.
- Create a macros-only workbook.
- Record a macro with relative references.
- Run a macro.
- Edit a macro in the Visual Basic Editor.
- Assign a macro to a *Button* form control.

Step 1:
Download
start file

**Download
Resources**

IMPORTANT: Download the resource file(s) needed for this project from the **Resources** link. Be sure to extract the file(s) after downloading the resources zipped folder. Please visit **SIMnet Instant Help** for step-by-step instructions

1. Open the **CourtyardMedical-09** workbook and click the **Enable Editing** button. The file will be renamed automatically to include your name.
2. Open the **Excel 9-5Macros.xlsm** file downloaded from the **Resources** link. This file is an *Excel macro-enabled* workbook. Display the *Developer* tab and verify that macro security is set to **Disable all macros with notification**.
3. Activate the **Use Relative References** command and select cell **A1**.
4. Record a macro with relative references.
 - a. Record a macro named **Titles** with a shortcut of **Ctrl+Shift+T** in **This Workbook**.
 - b. Type **Enter column titles** for the *Description* and click **OK**.
 - c. Type **Activities** and press the **right arrow** key.
 - d. Type **Calories** and press the **right arrow** key.
 - e. Type **Times** and press the **right arrow** key. Type **Burned** and press the right arrow key.
 - f. Press the **left arrow** key four times to return to the "Activities" label.
 - g. Select cells **A1:D1** and apply **bold** and **italic**.
 - h. Stop recording.
 - i. Select cell **A4** and record a macro with relative references named **Activities** with a shortcut of **Ctrl+Shift+A** in **This Workbook**. Type **Enter activities** for the *Description*.
 - j. Type the labels shown here and press **Enter** after each one to move from row to row.

Dance Fusion

High Intensity Interval

Pilates/Yoga

Running

Strength Training

Swimming

Water Aerobics
 - k. Stop recording (Figure 9-52).
5. Select cell **F1** and type **Titles Macro**.
6. Remove bold and italic from cell **F1**.
7. Select cell **F2** and type **Ctrl+Shift+T**.

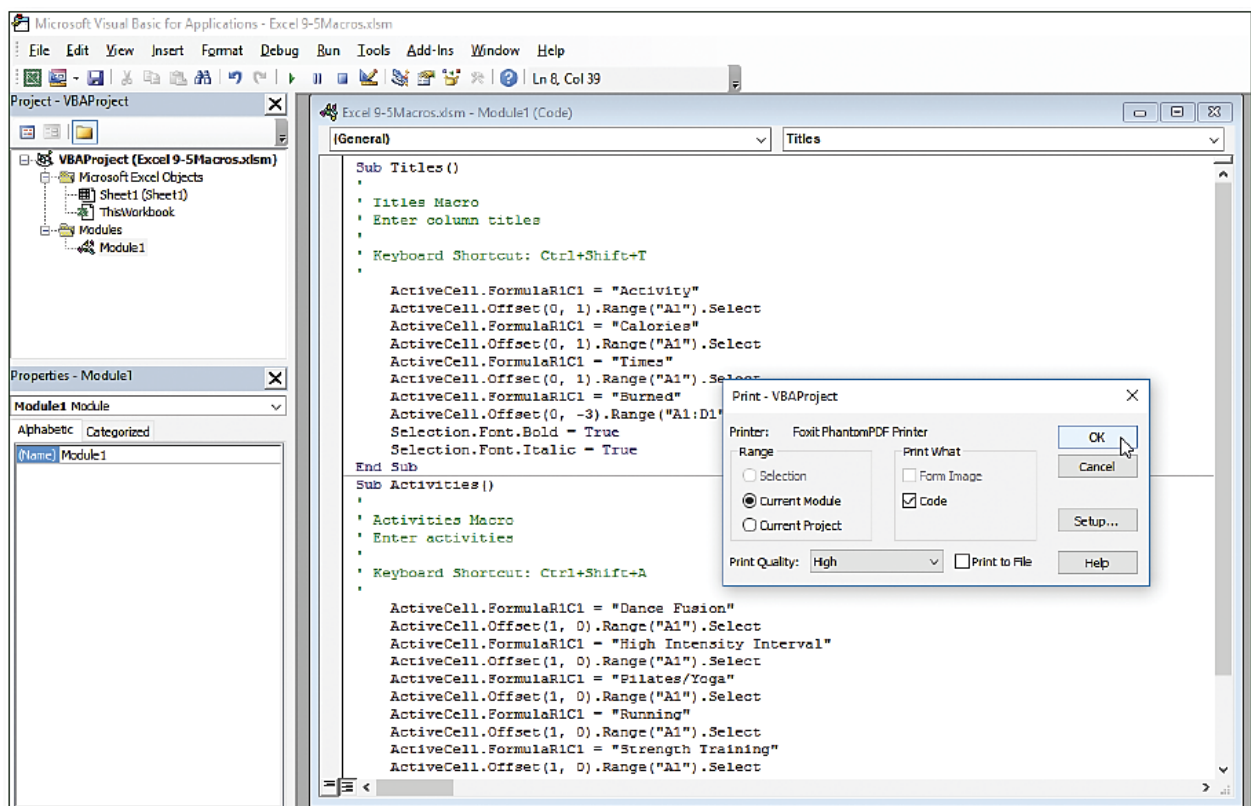
	A	B	C	D	E
1	Activities	Calories	Times	Burned	
2					
3					
4	Dance Fusion				
5	High Intensity Interval				
6	Pilates/Yoga				
7	Running				
8	Strength Training				
9	Swimming				
10	Water Aerobics				
11					
12					

9-52 Data is entered as macros are recorded

8. Select cell **F4** and type **Activities Macro**.
9. Type **Ctrl+Shift+A** in cell **F5** (Figure 9-53).
10. Edit the **Titles** macro to change the word "Activities" in the code to **Activity**.
11. Size the **Code** window so that you can see most of both macros. Print the code [File menu] only if directed by your instructor (Figure 9-54).

	A	B	C	D	E	F	G
1	Activities	Calories	Times	Burned		Titles Macro	
2						Ctrl+Shift+T	
3							
4	Dance Fusion					Activities Macro	
5	High Intensity Interval					Ctrl+Shift+A	
6	Pilates/Yoga						
7	Running						
8	Strength Training						
9	Swimming						
10	Water Aerobics						

9-53 Documentation for the macros workbook



9-54 Print code from the File menu in the VBE

12. Save the macros-only workbook and leave it open.
13. Return to the **your.name-CourtyardMedical-09** file you opened in **step 1**.
14. Assign a macro to a **Buttons** form control.
 - a. Insert a **Button** form control to cover cells **K8:L8**.
 - b. Select **Excel 9-5Macros.xlsm!Titles** in the **Assign Macro** dialog box and click **OK**.
 - c. Change the button label to **Titles** (Figure 9-55).
 - d. Insert a **Button** form control to cover cells **K10:L10**.
 - e. Select **Excel 9-5Macros.xlsm!Activities** in the **Assign Macro** dialog box and click **OK**.
 - f. Change the button label to **Activities** (Figure 9-55).

15. Run the **Titles** macro.
 - a. Click in cell **A3**, and use the button to run the **Titles** macro.
 - b. Run the **Titles** macro in cells **F3**, **A15**, and **F15**.
16. Run the **Activities** macro.
 - a. Click in cells **A4**, and use the button to run the **Activities** macro.
 - b. Run the **Activities** macro in cells **F4**, **A16**, and **F16**.
17. Save and close the macros-only workbook (**Excel 9-5Macros.xlsm**).
18. Hide the *Developer* tab. Save and close the **your.name-CourtyardMedical-09** workbook (Figure 9-55).

NOTE: When a macro from another workbook is assigned to a form control, a link is created between the other workbook (*Excel 9-5Macros.xlsm*) and the current workbook (*your.name.CourtyardMedical-09*). After saving and closing the files, if you wish to reopen and edit the project files, remember to open both the *your.name.CourtyardMedical-09.xlsx* and *Excel 9-5Macros.xlsm* files. When a dialog warning appears, click **Update** to update links.

Step 2:
Upload &
Save

19. Upload and save **your.name-CourtyardMedical-09** Excel file.

Step 3:
Grade my
Project

20. Submit project for grading.

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Weekly Workout Plan

Activity	Calories	Times	Burned
Dance Fusion			0
High Intensity Interval			0
Pilates/Yoga			0
Running			0
Strength Training			0
Swimming			0
Water Aerobics			0

Titles

Activities

9-55 Excel 9-5 completed