

# Professional Development Workshop on MICROSOFT EXCEL MACRO & VBA FUNDAMENTAL

**BDT 3,500/- +VAT**

**SEPTEMBER 13, 2019 || NRB JOBS TRAINING CENTER**



## Overview of this Training:

Microsoft Excel is the most essential and powerful application of Microsoft Office package. It is widely used for data recording, summarizing, interactive reporting, various types of critical data analysis and automated program implementation in Excel using VBA & Macro.

This professional training will help you to build macro enabled Excel workbook. You will learn how to write MACRO & VBA script/code without having any prior programming knowledge to automate your action that will work for you.

## Objective of this Training:

After completion this training, you will be able to record macro, write VBA script, change script in VBE window and assign the action with button or objects and you can work MACRO and VBA related work independently. You will also learn the techniques to write VBA script without having any programming knowledge.

## Who Should Attend?

Regular Excel users having basic excel knowledge and want to enhance their Excel productivity through VBA and MACRO, and want to gather knowledge to build excel based automation.

## Training Contents

- Start Working with Macros and VBA
- Various Visual Basic Concepts and Environments
- Visual Basic Editor (VBE) – Change the VBA Script
- Variables
- Modules, Function, Subroutine and Execution
- Event and Execution
- Using UserForm in Excel
- Using Various Form Controls
- MessageBox (MsgBox) and InputBox
- Macro Security and Trust Center Settings
- User Defined Function (UDF)
- Consolidation of the Program and Open Discussion

## ABOUT FACILITATOR



**MD. NAZMUL MUNEEER**  
Excel Automation Expert &  
Professional Trainer

Md. Nazmul Muneer is one of the key contributors in the Accounts & Finance department of Beximco Pharmaceuticals Ltd. with 10 years job experience and has previous work experience in Energypac Power Generation Ltd. Mr. Muneer also works as a freelance Excel automation consultant and Facilitator. In the last few years he has conducted more than 100 professional Excel training programs and educated in Excel more than 2,000 participants through effective training.

He is a regular Excel Facilitator of some leading professional training institutes in Bangladesh and also conducted many special training programs in different organizations and Universities.

He has also been providing Excel based consultation and technical services to different companies in the UK, USA and Australia on Excel Automation and developed more than 35 projects, helping them to create new processes, reports and streamlines those are already in live environment.

He is expertise in developing automated formula based Excel dashboard, VBA/Macro based Excel application, strategic business model, various problem solving calculators, integration between Excel and other databases, What-if Analysis model, data analysis dashboard using Business Intelligence (BI) tools, KPI automation etc.

Mr. Muneer has obtained educational experience in two different disciplines. He is a post graduate in Accounting and has a Diploma in Professional Software Engineering. These have enabled him to acquire vast IT knowledge on developing Database Software, Advanced Excel with VBA, Access with programming, VB, SQL server, Crystal report, IBM AS/400, ORACLE E-Business Suit as well as various accounting packages.