



## Excel – Forms and ActiveX controls

### Description

This training will enable participants to create forms in Excel.

### Course Content

#### Module 1: Forms

- Create a simple form
- Inserting form controls
- Inserting ActiveX controls
- Initialize a form control
- Knowing the different form controls (button, drop-down list, checkbox, etc.)
- Formatting form controls

#### Module 2: Retrieving data from a form

- Interactions between form controls and Excel worksheets
- Interactions between form controls and Excel macros

### Lab / Exercises

- Practice exercises will be given at the end of each module

### Documentation

- Digital course material included

### Participant profiles

- Users who need to set up files used by others, and restrict them through the use of forms

### Prerequisites

- Good knowledge of Excel

### Objectives

- Set up a form

- Retrieve data from the form and rework it

**Niveau**

Expert

**Classroom Registration Price (CHF)**

400

**Virtual Classroom Registration Price (CHF)**

375

**Duration (in Days)**

0.5

**Reference**

MOE-32