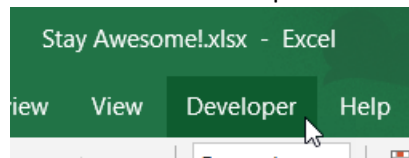


Macro Recorder

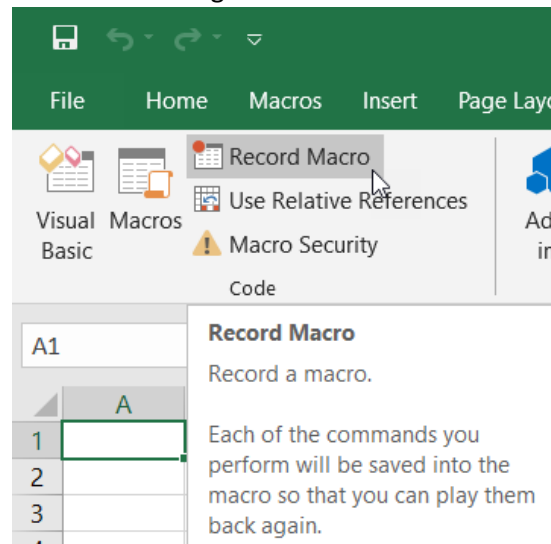
This tutorial will show you how to use the Macro Recorder in Excel.



1. Select the Developer Tab



2. To start recording a macro click Record Macro



3. You will get a Record Macro popup.

Record Macro

Macro name:
Macro1

Shortcut key:
Ctrl+

Store macro in:
This Workbook

Description:

OK Cancel

4. Type in a Macro Name without spaces

Record Macro

Macro name:
StayAwesome

5. Enter a character if you want a Shortcut Key that will fire this Macro when paired with Ctrl

Shortcut key:
Ctrl+ m

6. Leave the Store Macro in to This Workbook. Enter a Description of what the Macro does

Store macro in:
This Workbook

Description:
The Stay Awesome Macro creates a table with borders and bold titles.

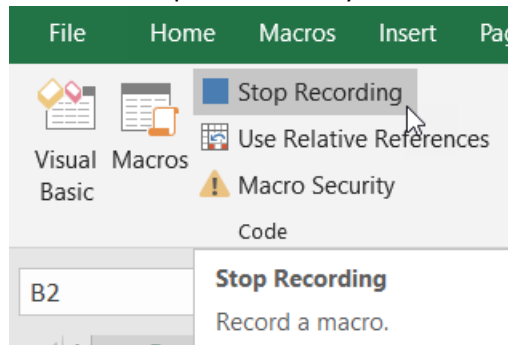
OK Cancel

7. Click Ok.

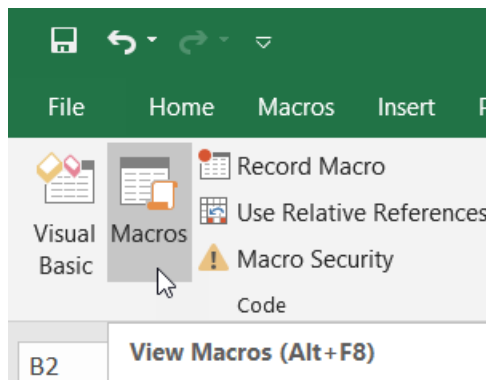
OK Cancel

You are LIVE! Any actions you take in Excel will be recorded in Visual Basic

8. Click Stop Recording on the Developer Tab when you are done recording your Macro



9. After recording you can run the macro you created by clicking the Macros button.
(You can create a custom button for easier access to this macro)



10. Select your macro click Run.

