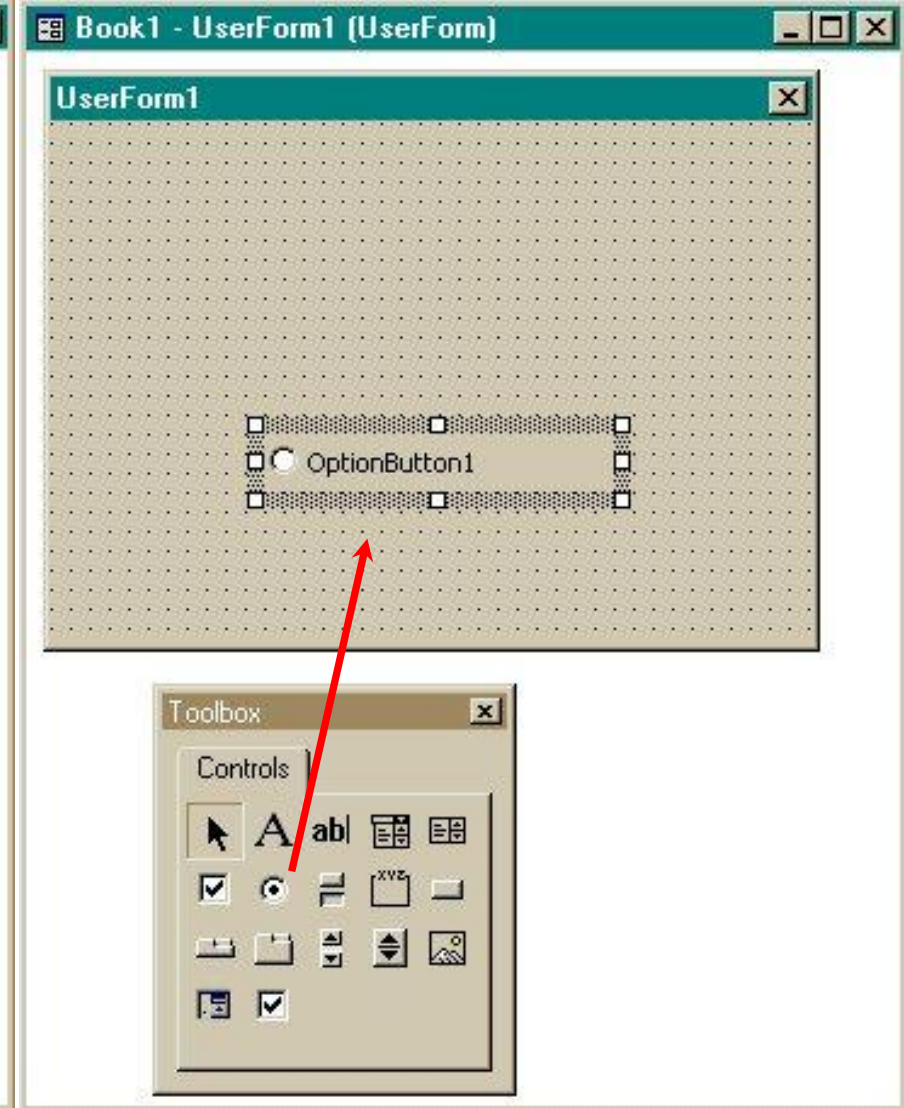
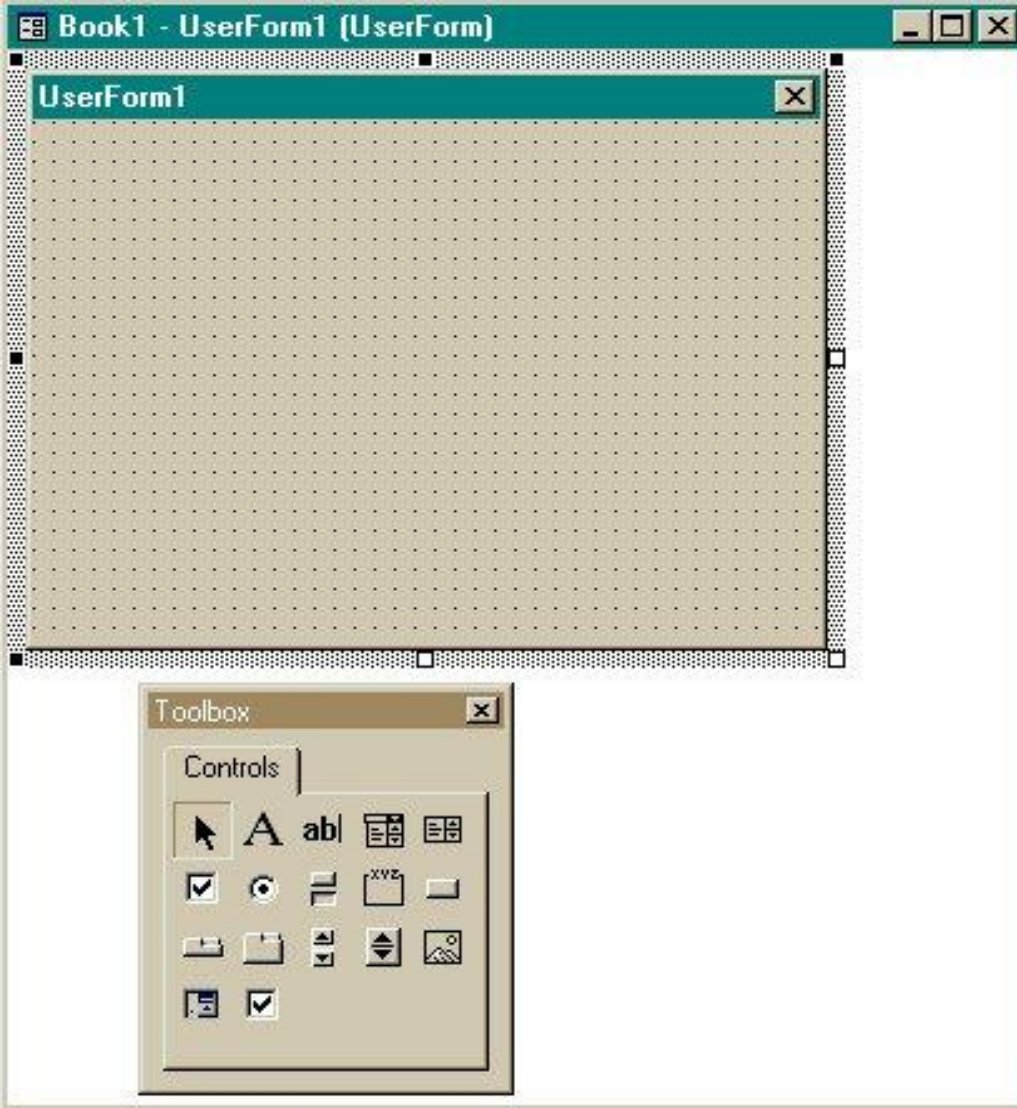


Customized User Forms (CUF)

- ▶ CUF are user defined dialog boxes
(similar to MsgBox and InputBox, but far more flexible)
 - CUF can be used to display, enter and modify informations to the Excel worksheet as well as to the VBA program
 - Expl.: most standard windows dialog boxes, such as setup windows, wizard windows etc.

Creating and designing a CUF:

- i) open the user form inside the VB editor
 - select Insert → UserForm ↵
 - ⇒ a new user form object with the default name “UserForm1“ is created
 - if the UserForm is not visible:
 - select View → Toolbox ↵



The toolbox contains a set of «controls» which you can click on and drag into the Userform. They include Optionbuttons, Textboxes, Labels, Listboxes etc.

CUFs are employed very often in web-pages through which you can choose and buy products. For example if you try to buy train tickets from National Express you will find the following:

Book Coach Tickets

Destination
Enter locations into the boxes below:

From

To

Departing

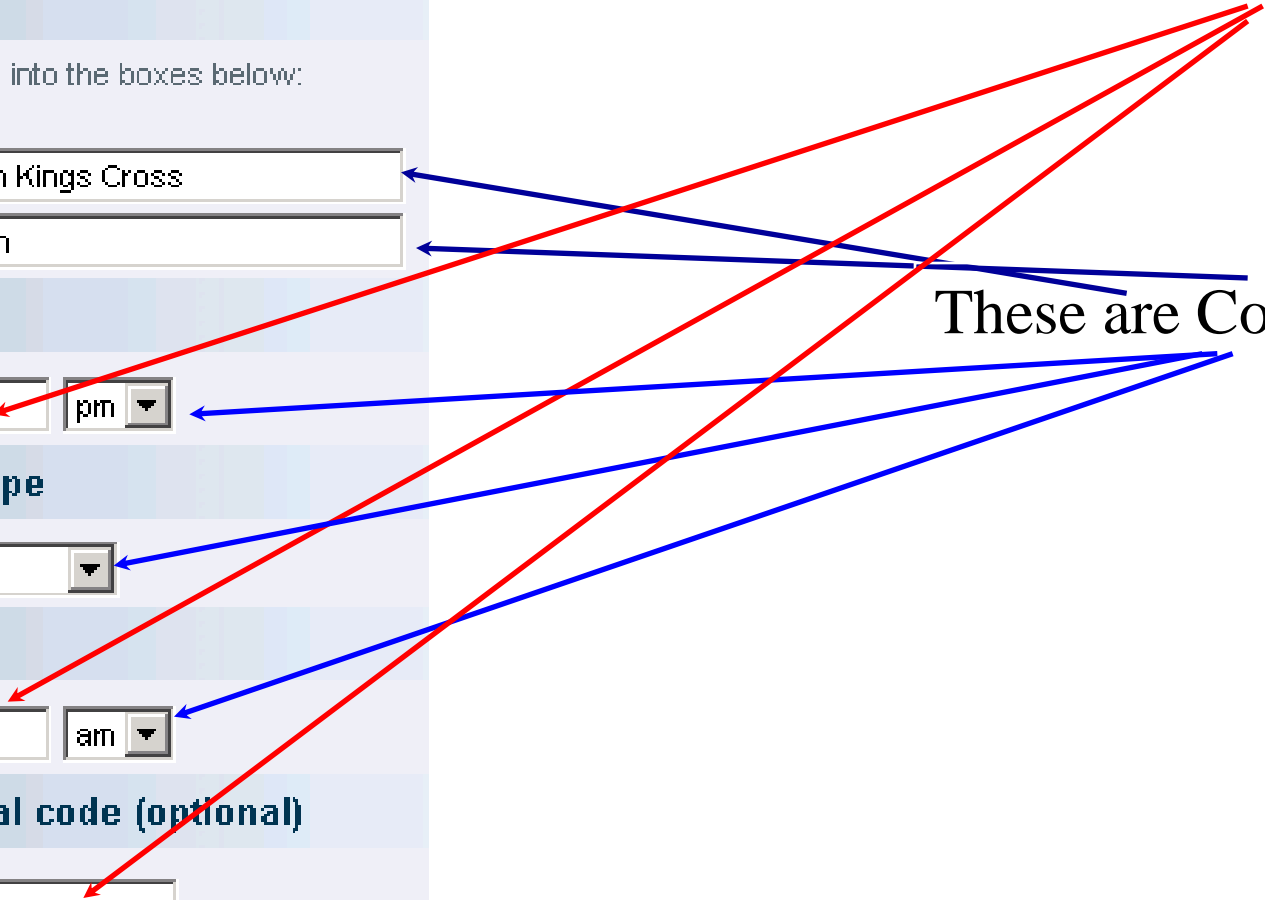
Journey Type

Returning

Promotional code (optional)

These are TextBoxes

These are ComboBoxes



Departing

From: **London**
To: **Durham**

Fri 28 March 08

[View am only](#) [View full day](#)

Departs	Arrives	Duration	Changes	Details	Facilities	funfares?	Select
12:30	19:05	6hrs 35min	0	View	WC		<input type="radio"/>
16:00	22:35	6hrs 35min	0	View	WC		<input type="radio"/>
23:30	05:25 29 Mar 08	5hrs 55min	0	View	WC		<input type="radio"/>

[Previous day](#) [Next day](#)

These are Option Buttons

Fare type	Fare	Select
Standard Advance Return (Amendable, non-refundable)	£35.00	<input checked="" type="radio"/>
Standard Return (Amendable, refundable)	£44.50	<input type="radio"/>

Additional Products

£1.00 will be added for insurance cover.
If you do not require insurance, please uncheck the box.

This is a Check Box

ii) add controls to the user form

- from the toolbox drag and drop the icon of a particular control to the UserForm
- move and resize the control
- possible options for CUF controls:

 **Label** ≡ A Text added to the CUF to provide general information.

 **CommandButton** ≡ A button that initiates an action.

 **TextBox** ≡ A box in which you can type text.

The text can be linked to a cell on the worksheet.

 **ListBox** ≡ A box that contains a list of items.

The text can be linked to a cell on the worksheet

 **Combo box** ≡ A text box with a drop-down list box.

You can either type or select a choice in the box.

The text can be linked to cells on the worksheet. **5**



Check Box ≡ An option you can turn on or off by selecting or clearing it. More than one check box selected at a time is possible.



Option Button ≡ A button used to select only one of a group of options.



Frame ≡ A panel in which groups of related controls are organized.



ScrollBar ≡ A control that scrolls through a range of values when you click the scroll arrows or when you drag the scroll box.



SpinButton ≡ A button that can be attached to a cell or a text box. Selecting the up arrow increases the value and selecting the down arrow decreases the value.



MultiPage ≡ A page that allows you to organize controls in form of several pages.



TabStrip ≡ Displays Tabs you can use to organize other controls.



Toggle button ≡ A button that remains pressed in when selected, and then releases when it is clicked again.



RefEdit ≡ Enables you to select a range in the worksheet.



Image ≡ A control that embeds a picture into a form.

Custom Form Controls [X]

This is a label.

This is a Text Box:

This is a List Box:

- W. Shakespeare
- W. Blake

This is a Combo Box:

These are Check Boxes: Option 1 Option 2 Option 3

These are Option Buttons: yes no

These are framed Buttons:

Sex	Marital Status
<input type="radio"/> male <input type="radio"/> female	<input type="radio"/> married <input type="radio"/> single

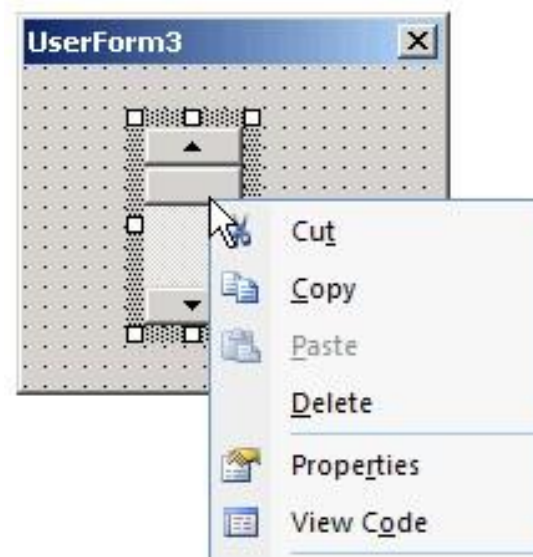
This is a Multi Page:

Toggle | Scroll | Spin | Picture | TabStrip

This is a Toggle Button:

iii) once you have added the desired controls to the userform, you can modify and adjust some of their features by using the **Properties** Window.

- depending on the selected control, the Properties Window contains various types of properties (see examples)
- if the Properties Window is not visible:
select View in the VBA editor → Properties Window ↵
or right-click on the corresponding control and select properties



The properties windows for a Combobox and a Textbox looks like this:

Properties - ComboBox1

ComboBox1 ComboBox

Alphabetic | Categorized

(Name)	ComboBox1
AutoSize	False
AutoTab	False
AutoWordSelect	True
BackColor	<input type="checkbox"/> &H80000005&
BackStyle	1 - fmBackStyleOpaque
BorderColor	<input checked="" type="checkbox"/> &H80000006&
BorderStyle	0 - fmBorderStyleNone
BoundColumn	1
ColumnCount	1
ColumnHeads	False
ColumnWidths	
ControlSource	
ControlTipText	
DragBehavior	0 - fmDragBehaviorDisabled
DropButtonStyle	1 - fmDropButtonStyleArrow
Enabled	True
EnterFieldBehavior	0 - fmEnterFieldBehaviorSelectAll
Font	Tahoma
ForeColor	<input checked="" type="checkbox"/> &H80000008&
Height	18

Properties - TextBox1

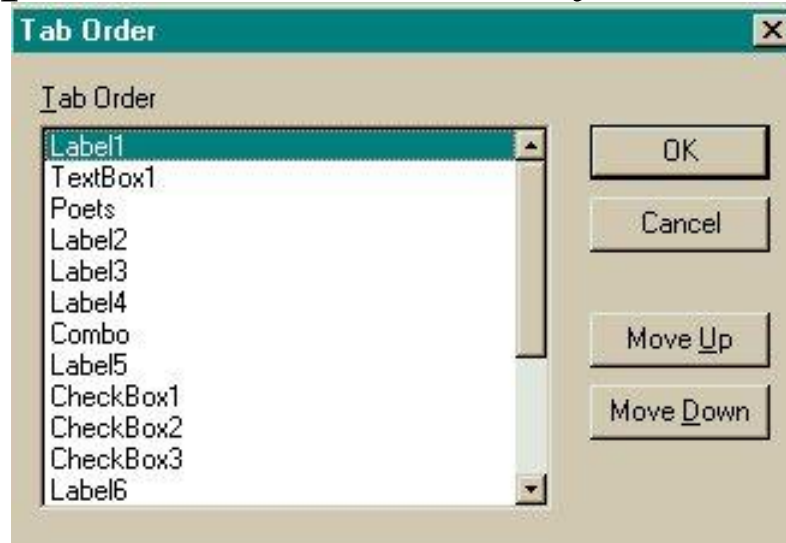
TextBox1 TextBox

Alphabetic | Categorized

(Name)	TextBox1
AutoSize	False
AutoTab	False
AutoWordSelect	True
BackColor	<input type="checkbox"/> &H80000005&
BackStyle	1 - fmBackStyleOpaque
BorderColor	<input checked="" type="checkbox"/> &H80000006&
BorderStyle	0 - fmBorderStyleNone
ControlSource	
ControlTipText	
DragBehavior	0 - fmDragBehaviorDisabled
Enabled	True
EnterFieldBehavior	0 - fmEnterFieldBehaviorSelectAll
EnterKeyBehavior	False
Font	Tahoma
ForeColor	<input checked="" type="checkbox"/> &H80000008&
Height	18
HelpContextID	0
HideSelection	True
IMEMode	0 - fmIMEModeNoControl

iv) check and modify the tab order

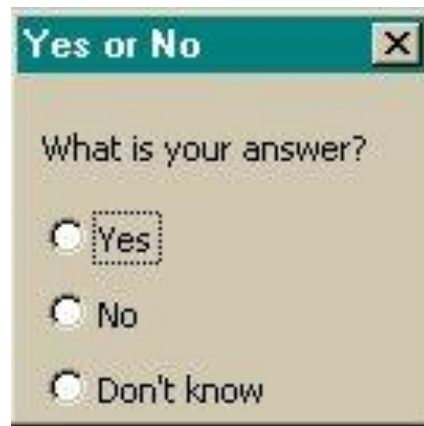
- the tab order is the sequence in which the controls receive the focus
- inside the VBA editor select View → TabOrder ↴
⇒ a window displaying the controls in a particular order opens
- with “Move up“ or “Move down“ you can change this order



v) associate a VBA-code to the userform

- inside the VBA editor select View → Code ↴ (or simply double-click on the form or on a particular control)
- write now the code

Expl.:



Create a CUF with title Yes or No and a label saying “What is your answer?” The form should contain three OptionButtons with text: “Yes”, “No”, “Don’t know”. When “Yes“ is selected write “Y” into the cell “D10”, when “No” is selected , write “N” in the same cell and for “Don’t know” write 0 in the same cell and open a message box prompting the user to decide!

Once you have created the Userform with all the desired controls and written the code, you can run it as for any other subroutine

- open a user form
- add a label with text “What is your answer?”
- add three OptionButtons with specified test
- change the caption in the UserForm Properties Window to “Yes or No“
- view the code of the UserForm (by clicking on the form), it will say
- `Private Sub UserForm_Click()`

`End Sub`

- “private“ means the procedure can only be used in the current workbook
- “Click“ indicates which **event** will run this code (in the Code window there is a ListBox which offers other possibilities, such as “DblClick“, etc.)

- complete the code as follows

```
Private Sub UserForm_Click()
```

```
    If OptionButton1.Value=true Then
```

```
        Range("D10").Value = "Y"
```

```
    ElseIf OptionButton2.Value=true Then
```

```
        Range("D10").Value = "N"
```

```
    ElseIf OptionButton3.Value=true Then
```

```
        Range("D10").Value = 0
```

```
        ret=MsgBox("Decide! Yes or No!")
```

```
    End If
```

```
End Sub
```

- OptionButton1, OptionButton2, OptionButton3 are the names of the OptionButtons. Depending on whether the Option is selected or not they are returned as "True" or "False", respectively.