Customized User Forms (CUF)
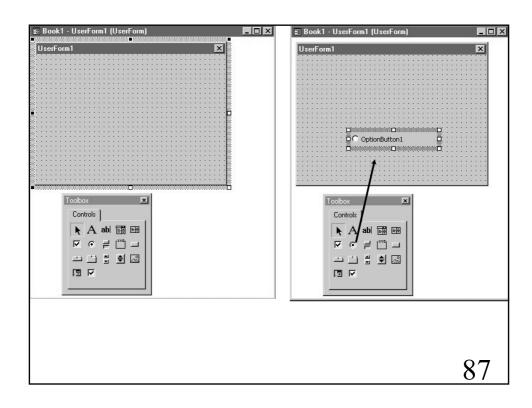
► <u>CUF</u> are user defined dialog boxes

 (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.

<u>Creating and designing a CUF</u>:

 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 ↵

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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
 - having several controls, they might influence each other
 - possible options for CUF controls:

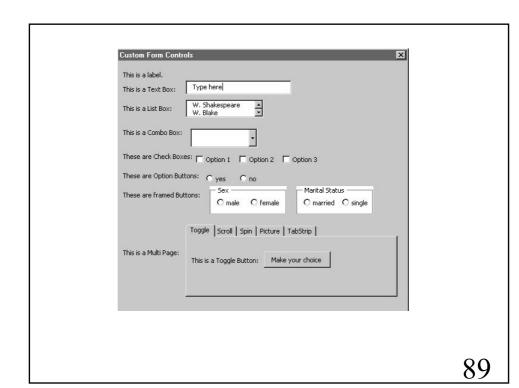 Label ≡ A Text added to the CUF to provide general information.

 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.

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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.

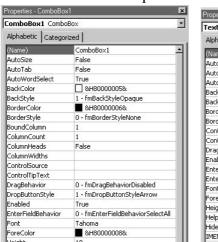TabStrip ≡ Displays Tabs you can use to organize other controls.

Toggle button ≡ A button that remains pressed in when selected, and then releases when it is clicked again.
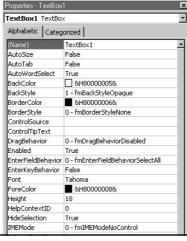
RefEdit ≡ Enables you to select a range in the worksheet.

Image ≡ A control that embeds a picture into a form.
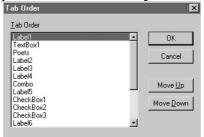
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iii) modify and adjust the entries in the Properties Window
   - depending on the selected control, the Properties Window
     contains various types of properties (see examples)
   - if the Properties Window is not visible:
     select View → Properties Window ↵

Properties - ComboBox1	✕
ComboBox1 ComboBox	▾
Alphabetic	Categorized

(Name)	ComboBox1
AutoSize	False
AutoTab	False
AutoWordSelect	True
BackColor	☐ &H80000005&
BackStyle	1 - fmBackStyleOpaque
BorderColor	■ &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	■ &H80000088&
Height	18

Properties - TextBox1	✕
TextBox1 TextBox	▾
Alphabetic	Categorized

(Name)	TextBox1
AutoSize	False
AutoTab	False
AutoWordSelect	True
BackColor	☐ &H80000005&
BackStyle	1 - fmBackStyleOpaque
BorderColor	■ &H80000006&
BorderStyle	0 - fmBorderStyleNone
ControlSource	
ControlTipText	
DragBehavior	0 - fmDragBehaviorDisabled
Enabled	True
EnterFieldBehavior	0 - fmEnterFieldBehaviorSelectAll
EnterKeyBehavior	False
Font	Tahoma
ForeColor	■ &H80000088&
Height	18
HelpContextID	0
HideSelection	True
IMEMode	0 - fmIMEModeNoControl

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iv) check and modify the tab order
- the tab order is the sequence in which the controls receive
  the focus
- inside the VB 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) adjust the VBA-code to your needs
- inside the VB editor select View → Code ↵
- program now the code according to your needs

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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 "N" and "0" for "Don't know".

Running a user form:
- select "Run" as for "Sub"
- or select function key F5
- or attach a Commandbutton to it on a worksheet

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- 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, 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.)

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- complete the code as follows

```
Private Sub UserForm_Click()

    If OptionButton1.Value Then

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

    ElseIf OptionButton2.Value Then

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

    ElseIf OptionButton3.Value Then

        Range("D10").Value = 0

    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.

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