Adding Scrollbars in MS Excel® Spreadsheets

( by T Co 1/13/04 )

Motivation:

Sometimes, to observe how a parameter affects the numbers/plots in a spreadsheet, it is more efficient to use the scrollbars.

Procedure:

Suppose we wish to include a scrollbar that would change the value of the parameter that is in the cell adress: C2, as shown in Figure 1.

![Figure 1.](image1.png)

Step 1: Open the Control Toolbox

Select to Control Toolbox submenu (under View/Toolbars) as shown in Figure 2.

![Figure 2.](image2.png)

A resizable floating toolbar should appear.
Step 2. Include the Scrollbar.

Click on the "scrollbar" button choice.

The cursor will change to a cross. Position the cursor at a location in the spreadsheet and click-drag for the size of the scrollbar you need. The scrollbar is resizeable when the Design Mode Indicator (see Figure 4) is "on".
Step 3. Adjust the Scrollbar properties.

While the Design Mode is on, right-click on the scrollbar and select "Properties". A properties window should appear. (Alternatively, you can click on the "Properties" button which is the button next to the Design Model button in the Control toolbox, see Figure 4.)

![Properties window](image1)

Right click on the number next to the item: Max. For our example, replace the number 32767 with 100.

Step 4. Open the Visual Basic Code Window.

While Design mode is still on, double-click on the scrollbar. A Visual Basic code window should appear. Now enter the lines between the lines "Private Sub ScrollBar1_Change ()" and "End Sub" so that the code matches those shown in Figure 6.

![Visual Basic code window](image2)
This first line simply stores the current value of your scrollbar (which in our case will range from 0 to 100 since we set the Max to 100). The second line will set the value in the cell addressed C2 to x/10. This means cell C2's value can changed to a value be between 0 and 10, when using the scrollbar.

After writing the code, you can close the Visual Basic Coding Window to return to the spreadsheet. Next, you can toggle the Design Mode off and start using the scrollbar.

(Note: you can still change the value in cell C2 manually, which can be values outside the bounds calculated by the scrollbar.)