

XLTEST - Excel spreadsheet quality check

What XLTest can do for you



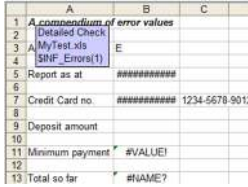

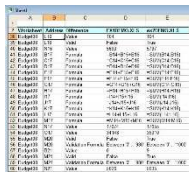
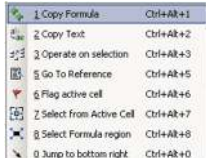
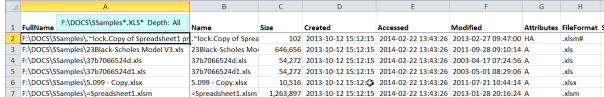
<p>Detailed documentation reveals all the non-obvious content of the spreadsheet. It can reveal hidden rows, columns, and sheets. It helps you get to grips with a large spreadsheet that you have to understand.</p>																																					
<p>Colour maps give you an easily readable visualization of the structure and content of a spreadsheet. Inconsistent formulas and data stand out for attention.</p>																																					
<p>Detailed error checking makes it easy to find and fix errors far more quickly than with tedious cell-by-cell inspection.</p>																																					
<p>Test case maintenance and documentation make it easy to prove regression testing</p>	<table><thead><tr><th>Test Case</th><th>Comment</th><th>Test Sheet</th><th>Test Cells</th><th>Test</th><th>Test Value</th></tr></thead><tbody><tr><td>Test Case1</td><td>General comment</td><td>ActiveSheet</td><td></td><td></td><td></td></tr><tr><td>Test Case1</td><td>Set range B1:B3 to value 2</td><td></td><td>B1:B3</td><td>: Value Only</td><td>2</td></tr><tr><td>Test Case1</td><td>Set A4 to 3 and format shown</td><td></td><td>A4</td><td>@ Value and Format</td><td>3.00</td></tr><tr><td>Test Case1</td><td>Test whether C21=21</td><td></td><td>C21</td><td>= Equals</td><td>21</td></tr><tr><td>Test Case1</td><td>Show value of expression, no test</td><td></td><td>=SUM(D1:D3)</td><td>No test</td><td></td></tr></tbody></table>	Test Case	Comment	Test Sheet	Test Cells	Test	Test Value	Test Case1	General comment	ActiveSheet				Test Case1	Set range B1:B3 to value 2		B1:B3	: Value Only	2	Test Case1	Set A4 to 3 and format shown		A4	@ Value and Format	3.00	Test Case1	Test whether C21=21		C21	= Equals	21	Test Case1	Show value of expression, no test		=SUM(D1:D3)	No test	
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<p>Utilities provide more ways to test, such as profiling VBA performance.</p>																																					
<p>Worksheet and workbook comparisons make it easy to see what has changed between two versions of a spreadsheet file</p>																																					
<p>Convenient keyboard and menu shortcuts make navigation and operations easier</p>																																					
<p>Quickly scan folders of Excel files to create an inventory of spreadsheets and their statistics to assist in risk assessment</p>																																					

Table of Contents

Installation.....	4
Recent Version History.....	5
The XLTest menu and toolbar	6
The Start menu.....	9
Start > Start new test session	9
Visualize and Document menu	12
Workbook Documentation.....	13
Reset Settings, Unhide structure.....	17
Detailed Inspection	19
Styles and Conditional Formats.....	22
Formulas List, Colorize	23
Data Validation Formulas.....	25
Colorize by Protection	26
Data Type and Usage.....	27
Decolorize worksheets.....	30
Colorize by Precedents	31
Colorize by Dependents.....	33
Show Watch info	36
Add \$TOC, Readme, Palette	37
Start > XLTest Options.....	39
Start > Help / About XLTest	40
Start > Batch process	41
Test Cases menu	43
Introduction to Test Cases	43
New Test Case Workbook.....	43
Run Test Cases	45
Tests to Scenarios	46
Scenarios to Tests	46
Compare Menu.....	47
Compare two Cells	47
Compare worksheets.....	48
Compare workbooks.....	50
Comparison Functions callable from your code	52
Quick Diff report	53
Compare VBA	55
Utilities Menu	56

Remove secure protection from XML	56
Toggle R1C1 / A1	57
Show active Autofilter	57
Reset Text to Columns settings	57
Reset Excel status	57
Recalculate Workbook / Sheets / Selection / Formulas	58
Profile VBA code execution	58
Workbook Menu	61
Clear Unused Range	61
Delete All Styles	62
Save Copy As...	62
Copy to new workbook.....	62
Unprotect active sheet.....	63
Unprotect workbook and sheets.....	63
Delete Unused Number Formats.....	64
Unhide / Delete Names.....	64
Import all VB Components.....	65
Export all VB Components.....	65
Export VBProject to text file	65
Scan Files menu	66
List Excel filenames	67
Analyse files in list	68
Run macro on files.....	69
Manage passwords.....	70
Set Master Password.....	70
List records for a file.....	71
SQL Command / Query DB	71
List DB schema.....	71
Schema of XLTest database	72
Shortcuts Keys menu	74
User defined Functions	78
Book: 'Spreadsheet Check and Control' cross-reference	79
Software License Agreement for XLTEST	82

Installation

Unzip the distribution package into a directory of your choice. You may need to unblock the file because Windows suspects files sent by email. To do this:

1. Locate the add-in file XLTest174.xlam in its folder in “Windows Explorer”.
2. Right-click on the file and select “Properties” from the menu.
3. Click “Unblock” on the General tab. Click “OK”.

If Excel crashes, it may decide to disable an add-in. To re-enable it:

1. Click “File”, “Options”. In the categories pane, click “Add-ins”.
2. In the details pane, locate the add-in in “Disabled Application Add-ins”.
3. In the Manage box, click “Disabled Items”, and then click “Go”.
4. Select the add-in and click “Enable”.

You need to enable an Excel Trust option if you wish to analyse VBA content, otherwise (for example it may be blocked by your corporate Group policy), XLTest will be able to analyse spreadsheets but not VBA. To do this, click File, then Options; Trust Center, Trust Center Settings; in the Macro settings section, enable “Trust access to the VBA Project object model”.

To install XLTest, in Excel Options click Add-Ins, in the Manage dropdown select Excel Add-ins, click Go, click Browse, open the folder into which you unzipped the package, and select the file XLTest174.xlam.

To uninstall, go to the Add-Ins dialog as above, then deselect “XLTest spreadsheet tester”.

The distribution package also contains example files. EX1Demo.xls has some changes to EX2Demo.xls to exercise the workbook comparison feature of XLTEST. In this document, screenshots are from EX1Demo.xls. TriangleFormula.xls is an exercise in the Test Cases feature of XLTest. You may receive a macro security warning on opening the files; if so, enable the macros. If you receive a circular reference warning, click Cancel.

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Recent Version History

Changes up to version 1.74 (September 2021)

1. Start Session dialog changed to show internal workbook information before opening, and to open in manual calculation to prevent recalculation.
2. Start can remove sheet protection from unprotected OpenXML files to simplify processing.
3. Reports legacy BIFF properties in xls files to sheet \$FileDoc.
4. Handles Unicode file and folder names.
5. Warns on unusual range name reference starting with "=!".
6. New #Error values (#SPILL! etc) are reported in the detailed inspection.
7. Right-click shortcut to filter where-used listings for Names, Styles, Links.
8. Performance improvements.
9. VBA performance timing at procedure and optionally line level.

Changes in version 1.67 (November 2019)

1. VBA code is commented out before analysis, to avoid interference from event handlers.
2. XML protection is checked before the test workbook is opened.
3. Fix for incomplete VBA module/procedure listing

Changes in version 1.65 (April 2019)

1. Colour by Protection format
2. Cell comparison with character difference in Comparison menu
3. Remove secure Protection from XML
4. Partial recalculation with timing
5. Add VBA debugging and profiling code
6. Ribbon menu shows Calculation and Memory status

Changes in version 1.57 (July 2016)

7. Copy to New Workbook makes a clean copy without excess names and styles
8. Scan Files menu: more output options, List DB Schema command added
9. 64-bit Excel and Excel 2016 compatibility
10. Several usability tweaks: Workbook operations in own menu from Utilities menu, checking for path lengths over 200 characters, two-level progress bar for batch testing, improved Styles Cleaner, stability improvements.

Changes in version 1.56 (Jan. 2016)

11. File open passwords now case sensitive
12. Records both Workbook Open and Worksheet Protect passwords
13. Option to skip checking link status which would cause password prompt

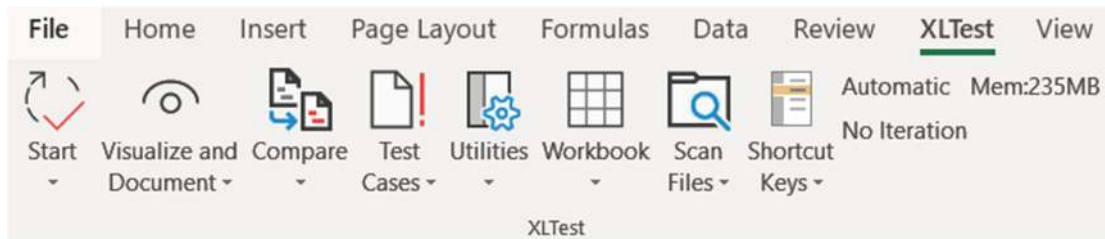
Changes in version 1.55 (Apr. 2015)

1. On startup checks and fixes autonumber seed problems in database
2. Processing limit of 1 million cells made an option
3. ExportActiveProject procedure runnable by user
4. VBA Sort Procedures option
5. Option to list all sheet statistics separately when scanning files
6. Demo / 30-day evaluation version made available
7. Utility option to display current autofilter criteria
8. Numerous usability tweaks, Excel 2013.

(Earlier version changes not listed here)

The XLTest menu and toolbar

The XLTest tab appears after the Review tab of the Ribbon. The colours of the icons may be different depending on the version of Excel you use or your Office theme.



Each button has a shortcut key you can see by pressing the Alt key and then S. To learn how to use the menu, we suggest you work through the XLTest menu items in the following order with the examples shown.

The Start menu has the options

1. Start new test session
2. XLTest options
3. Batch process
4. Help, About XLTest

The 'Visualize and Document' menu has the options

1. Workbook documentation
2. Reset settings, Unhide structure
3. Detailed Inspection
4. Styles and Conditional Formats
5. Formulas List, Colorize
6. Data Validation Formulas
7. Colorize by Protection
8. Data Type and usage
9. Colorize by Precedents
10. Colorize by Dependents
11. Decolorize worksheets
12. Show Watch info
13. Add \$TOC, ReadMe, Palette

The 'Compare' menu has the options

1. Compare two cells
2. Compare worksheets
3. Compare workbooks
4. Quick diff report
5. Compare VBA projects

The 'Test Cases' menu has the options

1. New test case workbook
2. Run test cases
3. Tests to Scenarios
4. Scenarios to Tests

The 'Utilities' menu has the options

1. Remove secure Protection from XML
2. Toggle R1C1/A1
3. Show active Autofilter
4. Reset Text To Columns settings
5. Reset Excel status
6. Recalc Workbook
7. Recalc Sheets
8. Recalc Selection
9. Recalc Formulas
10. Profile VBA execution

The 'Workbook' menu has the options

1. Clear Unused Range
2. Delete all Styles
3. Save Copy As...
4. Copy to new workbook
5. Unprotect active sheet
6. Unprotect workbook and sheets
7. Delete Unused Number Formats
8. Unhide/Delete Names
9. Import all VBComponents
10. Export all VBComponents
11. Export VBProject to text file

The 'Scan Files' menu has the options:

1. List Excel filenames
2. Analyse files in list
3. Run macro on files
4. Manage passwords
5. Set Master password
6. List records for a file
7. SQL Command / Query DB
8. Compact and Repair DB
9. List DB Schema

The 'Shortcut Key' menu has the options:

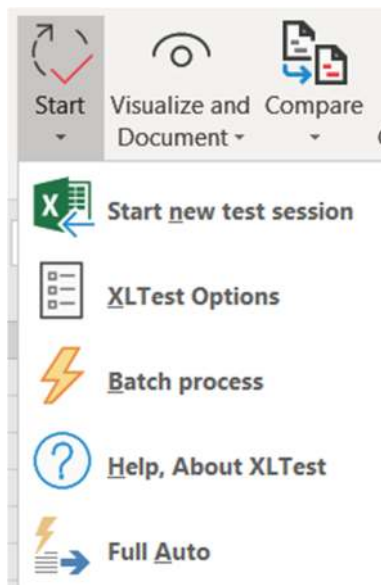
- 1 Copy Formula
- 2 Copy Text
- 3 Copy Address
- 4 Operate on selection
- 5 Go To Reference
- 6 Flag active cell
- 7 Select from Active cell
- 8 Select Formula region
- 9 Selection in Names
- 0 Jump to bottom right
- [Show Precedent formulas
-] Show Dependent formulas
- V View \$DB_ filtered by this
- Refresh Right-click menu

The numbers and square brackets in the Shortcut Keys menu are the shortcut keys you can press with Ctrl+Alt. XLTest also adds the Key Shortcuts options to the end of the cell context pop-up menu that appears when you right-click on a cell. If you do not see them, use the menu option 'Refresh Right-click menu'.

At the end of the XLTest group in the Ribbon is a set of information displays that shows the current recalculation status and memory usage.

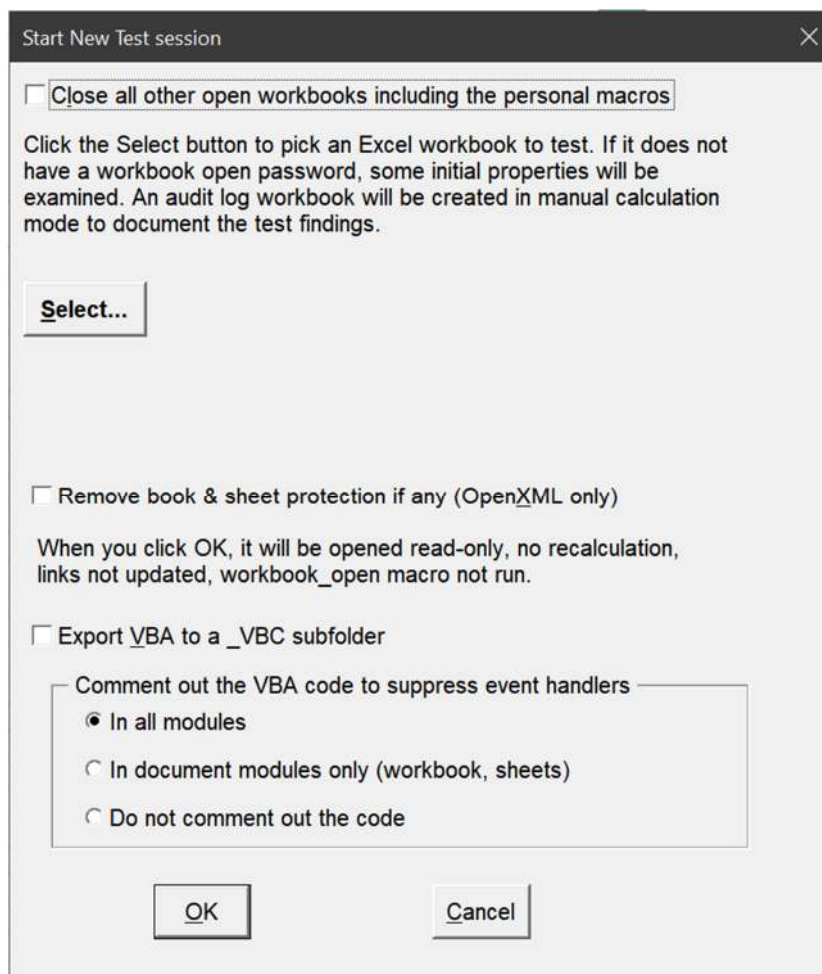
XLTest provides 14 extra user-defined functions that you can use in your spreadsheets. These are listed at the end of this document.

The Start menu



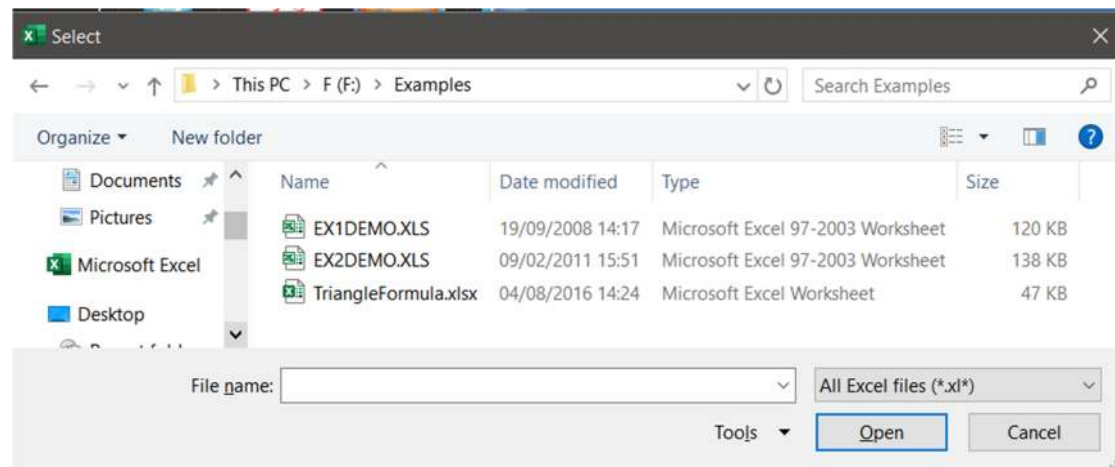
Start > Start new test session

Open workbook for testing, start documentation, create \$APP sheet

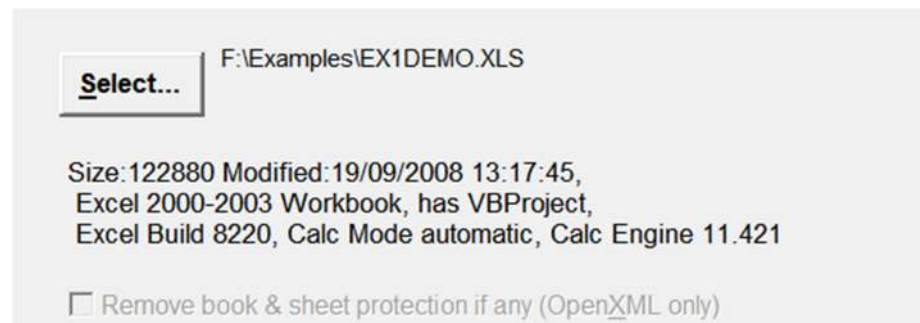


If you check “Close all other...”, XLTest closes all open workbooks including the personal macro workbook (PERSONAL.XLS or .XLSB) which is normally hidden.

When you click “Select”, XLTest prompts you with a File Open dialog:



The dialog will then update to show you any internal information that XLTest has been able to read before opening. This is obtained from the BIFF records of .XLS format files, or the XML of OpenXML files of Excel 2007 and later. It will be recorded in the \$FileDoc tab of the XLTEST_LOG workbook (see below). If the workbook is protected, it will not be able to retrieve this information and you will need its password to open it.



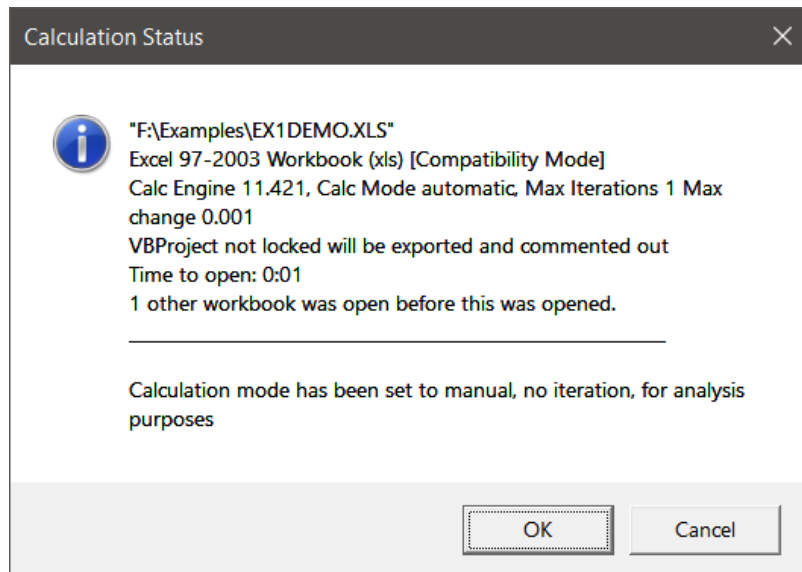
When you click OK, XLTest opens a new workbook named “\$XT(1) XLTEST_LOG.xlsx” in manual calculation mode. This will ensure that the workbook under test will not be recalculated automatically when opened, which might change its data.

For OpenXML files, it exports a file "styles.xml", which it uses to check for excessive styles, and to report on Custom Number Formats (see below). If you checked “Remove book and sheet protection”, those attributes are removed from the XML and a backup copy of the workbook is created.

XLTest opens the file you select read-only and with macros disabled. If you checked “Export VBA ...”, XLTest will create a folder named after the workbook plus “_VBC” and export the VBProject modules to there.

If you checked the "Comment out..." option and the VBproject is unlocked, it comments out VBA code to disable any event handlers such as Sheet_Change.

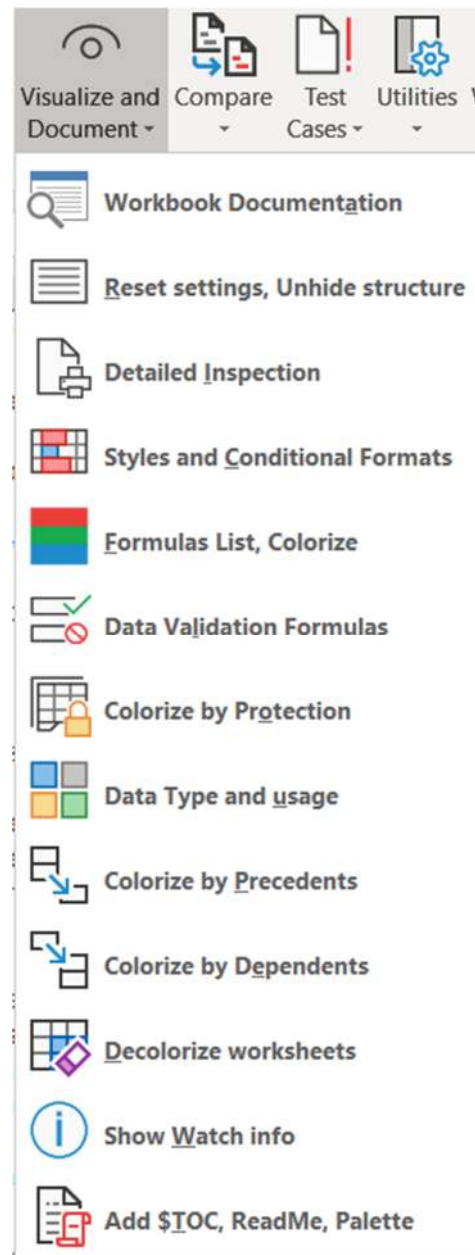
It displays a summary message now that this workbook has been opened.



The XLTEST_LOG workbook will contain the various documentation sheets produced during an XLTest session. The sheet named XLTEST_LOG contains a record of each test performed and the time. It also has a sheet \$APP showing your current Excel settings, add-ins, and custom menus, so that you can review any Excel options that may need changing. Be sure to switch back to viewing the workbook under test before using more XLTest options.

Excel Application Settings		05/04/2019 16:09	C:\Program Files (x86)\Microsoft Office\Root\Office16		
Application Setting	Value	Notes			
Operating System	Version	Windows (32-bit) NT 10.00			
Excel Version Number		16 32-bit, Build 11328			
Excel User Name	@ExcelAnalytics	Separate from the Windows login user name			
Organization Name		Registered organization name			
Standard Font	Arial 11				
Default File Path		C:\Users\me\AppData\Roaming\Microsoft\Windows\Recent			
Open all files in	Startup folder				
Custom List Count		8			
Default Save Format		51 Excel 12 Workbook (xlsx)			
Display Formula Bar	Visible				
Display Status Bar	Visible				
Display Scroll Bars	Visible				
Display comments, indicators	Indicators				
Calculation Interrupt Key	Any Key				
Calculation method	Manual	May have been set by XLTEST or another workbook opened			
Calculation iterations	Max iterations: 1, Max change: 0.001	This suppresses warnings about any circular references			
Calculate Before Save	Disabled	It is recommended to enable this			
Fixed Decimal places	Disabled				
Auto Complete	Enabled	This may enter unexpected values if the user is not careful.			
Prompt for Workbook properties on save	Disabled				
Reference Style	A1				
Transition navigation keys	Disabled				
Asks to Update Links	Enabled	Whether Excel asks the user to update links whenever a file that contains links is opened			
Extend list formats and formulas	Enabled	This may cause formulas to be unexpectedly changed.			
Background error checking	Enabled				
Auto Recover save interval	Disabled	minutes. It is recommended to enable this			
Add-Ins installed	No.	Comments		FullName	Author
Microsoft Power View for Excel		1 {509E7382-B849-49A4-8A3F-BEAB7E7D904C}			
Microsoft Power Map for Excel		3 {F39D01F3-69C1-45E1-93B2-7BF0BC6EB63E}			
Microsoft Excel Code Compatibility Inspector		4 {00000000-0000-0000-0000-000000000000}			
Microsoft Data Streamer for Excel		5 {00000000-0000-0000-0000-000000000000}			
Inquire		6 {237428F1-F2C7-4F86-B7ED-ADE148ACF95F}			
Microsoft Power Pivot for Excel		7 {A2DBA3BE-42CC-4D0E-95FD-BCAA051BA798}			

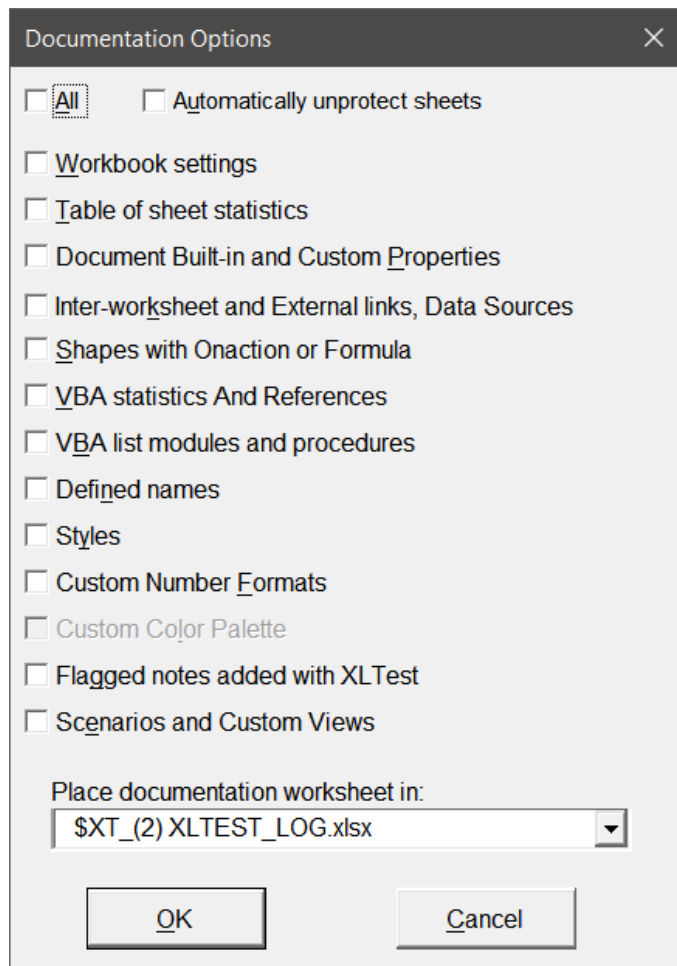
The remainder of the Start menu items are described later. Next, we describe the options for creating documentation.

Visualize and Document menu

Workbook Documentation

Create \$DOC sheet for Workbook documentation

If you have not already done so, use *Start new test session* to open the sample workbook EX1DEMO.XLS read-only. XLTest opens a workbook for testing read-only so that you cannot accidentally overwrite the original. If you save the working file, it must be saved under a different name. You can use *Save Copy As* to save copies under different names, for example after each colouring exercise.



The All checkbox toggles all the selections on or off. If you check 'Automatically unprotect sheets', which only applies to weak protection in Excel before 2007, you will be shown what password worked on them. This does not happen with the Ex1demo example because only a blank password was used.



This is an example \$Doc sheet in the \$XT documentation workbook:

A		B		C	D	E
1	AuditD			04-Mar-20	12:22:18	
2	Property	Type	Name	Value		
3	1	File	Volume	F		
4	2	File	Path	F:\Examples		
5	3	File	Name	EX1DEMO.XLS		
6	4	File	Size	122880		
7	5	File	Modified	19/09/2008 13:17		
8	6	File	Attributes	RA		
9	7	Workbook	Excel 97-2003 Workbook (xls)	F:\Examples\EX1DEMO.XLS		
10	8	Workbook	[Compatibility Mode]	Calc Engine 11.421		
11	9	Workbook	Calculation	Calc Mode automatic		Calculation status reported in \$FileDoc
12	10	Workbook	Iteration	Disabled		
13	11	Workbook	Calculate before Save	[Compatibility Mode] 1 Custom: Document Properties, Check Compatibility		
14	12	Workbook	Settings	Examples for XLTest demonstration with VBA		
15				Spreadsheet User Self-checking		
16	1	Built-In	Title	Patrick O'Beirne		
17	2	Built-In	Subject	Manager		
18	3	Built-In	Author	Systems Modelling Ltd.		
19	4	Built-In	Manager			
20	5	Built-In	Company			
21	6	Built-In	Category			
22	7	Built-In	Keywords	Spreadsheet Quality Test Demonstration		
23	8	Built-In	Comments			
24	9	Built-In	Template	MSDN2003		
25	10	Built-In	Last Author			
26	11	Built-In	Revision Number			
27	12	Built-In	Creation Date	01/07/2008 09:05:03		
28	14	Built-In	Last Save Time	15/09/2008 21:42:58		
29						
30	1	Custom	Checked by	The Tester		
31						
32	Collections		Count			
33	Sheets		4			
34	All Links		2			
35	Excel Links		1			
36	Connections		1			
37	Other Links		0			
38	Names		4			
39	Styles		No file			
40	Custom Form		F:\Examples\~XML~ZIP\styles.xml, 47 Cannot Check NumberFormats			
41			0			
42	Custom XML Name		XML			
43	coreProperties		Patrick O'Beirne			
44	Properties		Systems Modelling Ltd.			
45	CoverPageProperties					

Read the sheets to discover some interesting things about this workbook:

1. \$FileDoc: A list of properties obtained from the binary (BIFF) records. For .XLS files only. The file format, Excel build, calc engine build, and others.
2. \$Doc: A list of workbook properties, built-in and custom; a summary of functions used in the workbook; a list of any cells flagged using the Flag menu item; and a list of hidden settings reset. In Ex1Demo, calculation iteration was enabled, suppressing alerts about circular references. XLTest turns off iteration.
3. \$Sheets: a table gives summary statistical information about the sheets. The columns are Index, Codename, Name, Settings, Protection, First Entry, Last Cell, Last Data Cell, Last Column, Last Row, Cells, NonBlanks, Numerics, Errors, Sum, Min, Max, Comments, Formulas, FormatConditions, CF Cells, DV Cells, Objects, Tables, Query Tables, Hidden Rows, Hidden Columns, PrintArea, Page Header, Page Footer, Window Settings, Found In Formulas, Found In Values.
4. For Ex1Demo, \$Sheets reports that Sheet1 'Data' was protected and hidden; Sheet2 'Transfer' is very-hidden, a setting only available from the VBA Project, not from Excel's Format menu; and Sheet9 'Budget08' has some hidden columns and rows.
5. \$WSXref: A cross-tabulation of all sheets against all other sheets to show how the sheets refer to each other by formula links. It also lists everywhere that links are used.
6. \$Links: a list of the sources of external links, queries, and data connections.

7. \$Names: a list of the defined names along with their range dimensions and values, and any warnings about duplicate names. In a batch process, the column '\$DB_Count' shows you how many uses of that name were found.
8. \$Styles: a list of the Styles in use with their properties (font, colour, etc) and whether any are not their default setting. Non-built-in-styles are highlighted in yellow in the 'Builtin' column. If you find that the Normal style has a Date number format, that is a corruption caused by pasting across different workbooks. In a batch process, the column '\$DB_Count' shows you how many uses of that style were found.
9. \$Scenarios: A list of the scenarios in the workbook with their settings.
10. \$Views: A list of the custom views in the workbook with their settings.
11. \$Formats: a list of the custom number formats in the workbook, the number of sheets they are used in, and an example of each. Formats which hide data are highlighted in yellow. This sheet is produced only when there is an OpenXML styles.xml file saved.
12. \$VBA: a list of VBProject references, components, procedures, line count statistics, any of the "Find in VBA" strings (see below) that were found, and keyboard shortcuts assigned. These may have been commented out for safety when the file was first opened.

In more detail:

If the workbook was an Excel 2003 or earlier binary .xls file, the \$FileDoc sheet lists some properties of interest from the binary records.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	Workbook	Item	Name	Index	Report	ColorIndex	TextValue	AltText	Counter	Location	Area	Number	Flag	ExtendedInfo	Data Type	Type Name
2	EX1DEMO.XLS	Workbook	rupBuild	2057	Doc		0'8220	Excel Build 8220	1	BIFF		8220	FALSE	BOF	3	Long
3	EX1DEMO.XLS	Workbook	stName	92	Doc		0	Systems Mc Write Access User Name BIFF7	1	BIFF		0	FALSE	WRITEACCESS	8	Text
4	EX1DEMO.XLS	Workbook	fLock	18	Doc		0'0		1	BIFF		0	FALSE	PROTECT	3	Long
5	EX1DEMO.XLS	Workbook	wPassword	19	Doc		0'0		1	BIFF		0	FALSE	PASSWORD	3	Long
6	EX1DEMO.XLS	Workbook	fRevLock	431	Doc		0'0		1	BIFF		0	FALSE	PROT4REV	3	Long
7	EX1DEMO.XLS	Workbook	f1904	34	Doc		0'0		1	BIFF		0	FALSE	1904	3	Long
8	EX1DEMO.XLS	Workbook	fFullPrec	14	Doc		0'1		1	BIFF		1	FALSE	PRECISION	3	Long
9	EX1DEMO.XLS	Workbook	dwBuild	449	Doc		0'114210	Calc Engine 11.421	1	BIFF		114210	FALSE	RECALCID	3	Long
10	EX1DEMO.XLS	Workbook	fAutoRecalc	13	Doc		0'1	Calc Mode automatic	1	BIFF		1	FALSE	CALCMODE	3	Long
11	EX1DEMO.XLS	Workbook	cIter	12	Doc		0'1	Max Iterations 1	1	BIFF		1	FALSE	CALCCOUNT	3	Long
12	EX1DEMO.XLS	Workbook	fRefA1	15	Doc		0'1	Reference mode A1	1	BIFF		1	FALSE	REFMODE	3	Long
13	EX1DEMO.XLS	Workbook	fIter	17	Doc		0'1	Iteration	1	BIFF		1	FALSE	ITERATION	3	Long
14	EX1DEMO.XLS	Workbook	numDelta	16	Doc		0'0.001	Max change 0.001	1	BIFF		0.001	FALSE	DELTA	5	Numeric
15	EX1DEMO.XLS	Workbook	fSaveRecalc	95	Doc		0'0		1	BIFF		0	FALSE	SAFERECALC	3	Long
16	EX1DEMO.XLS	Workbook	FileFormat	0	Doc		0'56	Excel 2000-2003 Workbook	1	BIFF		56	FALSE	FileFormat	3	Long
17	EX1DEMO.XLS	Workbook	VBProject	0	Doc		0	VBProject	1	BIFF		0	FALSE	vbaProject.bin	8	Text

The sheet \$WSXref can help you see the data flow from sheet to sheet.

	A	B	C	D	E	F
1	First reference by each sheet named across the page to external files and sheet names down the page	Count	Data	Errors	Budget08	Transfer
2	!s3errors.xls	1		B15=VLOOKUP(B3,F:\Examples\{s3errors.xls}\Displays\!\$B\$		
3	Budget08	1		E20=Budget08!N70+F:\Examples\{s3errors.xls}\nsRow\!\$E\$		
4	Transfer	1			L5=Transfer!B5	
5						
6	Link / sheet (excluding OLE)	Type	Used by			
7	!s3errors.xls	Link 1	Errors!B15=VLOOKUP(B3,F:\Examples\{s3errors.xls}\Displays\!\$B\$3:\$C\$10,0)			
8	Budget08	Sheet	Errors!E20=Budget08!N70+F:\Examples\{s3errors.xls}\nsRow\!\$E\$5+B20			
9	Transfer	Sheet	Budget08!L5=Transfer!B5			

The sheet \$Sheets lists the sheets and their properties; the [XLTest Options](#) dialog (see below) defines strings that are reported in columns “Found in Formulas” and “Found in Values” if any of them are found in the sheet. The defaults supplied are:

<i>In formulas:</i>	#REF! INDIRECT(LOOKUP(MATCH(OFFSET(IF(*IF(*IF(GETPIVOTDATA(
<i>In values:</i>	password confidential error
<i>In VBA:</i>	error password Open .Save Data Source= DDEInitiate .ACCDDB .MDB .XLS .TXT .CSV .HTM .XML :\\ :// .CommandBars .OnAction Shell URLDownloadToFileA

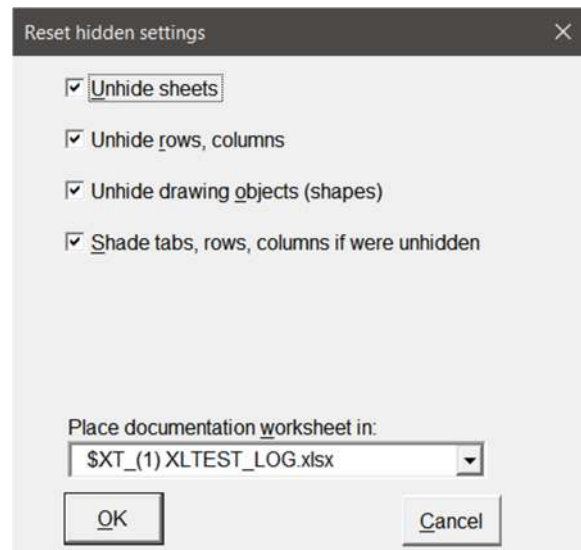
If you wish to select all the cells that match a given string, use the Find command in Excel, click the Find All button, then in the list of cells that appears, press Ctrl+A to select them all, then close the Find dialog.

The sheet \$VBA lists the References, the VBProject components (forms, normal modules, code behind sheets, and classes), and flags any which are missing the Option Explicit declaration. If the option “List VBA Modules and procedures” was selected, it also lists the procedure names and declarations. You can tell from these whether the code is unaltered Macro Recorder code with names like “Module1” and “Proc1” or whether they were hand coded.

If any lines of code contain the strings listed in “Find in VBA” above, they are individually listed. These strings were chosen to find lines that may open and get data from external files. You can of course tailor this to add your own special terms such as the names of corporate add-in functions.

Reset Settings, Unhide structure

Reset workbook settings, hidden rows, columns, sheets



If the views in a workbook have been customised to hide elements such as gridlines and headings, these are reset to normal so as to be able to see them. XLTest reports what has been made visible or what settings have been turned off:

- Formula and Status Bar
- Comment indicators
- Formulas Display turned off
- Gridlines, Row & Column Headings
- Horizontal and Vertical scrollbar
- Sheet tabs
- Zero values displayed
- Freeze Panes and Window Split removed
- Page Break Preview removed
- Zoom display reset to 100
- Custom colour palette reset to Excel's standard colours



The items revealed are listed at the end of the \$DOC sheet if present.

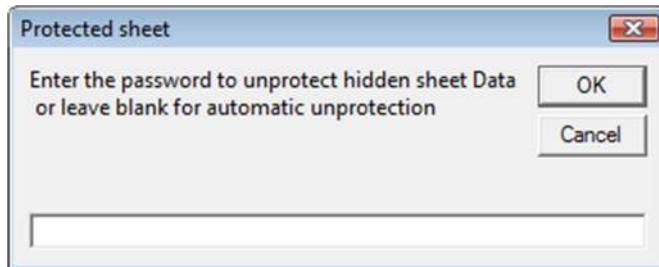
	Reset	Sheet Name	Unhidden structure
47			
48	1	'Budget08'	1 Window Settings
49	2	'Errors'	1 Window Settings
50	3	'Budget08'	2 Hidden rows
51	4	'Budget08'	1 Narrow rows
52	5	'Budget08'	1 Hidden columns



The tabs of sheets which XLTest unhides are given a gold colour. This is not done in the batch process because all the sheets are unhidden first.

You may wish to only unhide sheets, rows, and columns without also shading them; or you may wish to do neither.

If the sample workbook contains a protected sheet (the Ex1Demo example will not have one if you unprotected it during documentation), you are also asked:



If you don't know what the password is, simply click OK and XLTest will try first a blank and then a sequence of patterns to find the one that will unprotect the sheet. If it fails, the secure protection of Excel 2013 and later may have been used and you did not check "Remove book and sheet protection" when starting the session. The Utilities menu can remove sheet protection from a closed workbook.

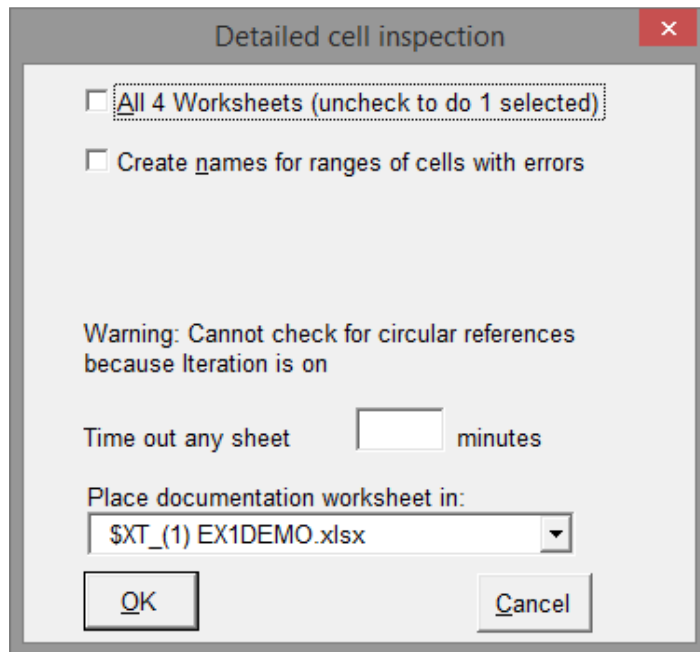
1. Sheet 'Data' had been hidden; XLTest has unhidden it and the sheet tab is coloured gold.
2. Sheet 'Transfer' had been very-hidden; XLTest has unhidden it and the sheet tab is coloured gold.
3. Sheet 'Budget08' had some hidden columns and rows, and some narrow rows or columns that might have been easily missed. When you look at that sheet, you will find they have been coloured gold.

	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	Dept A	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Check
2															
3	Dept A	411	650	760	484	367	840	978	233	977	125	941	407	6807	
4	Advertising	427	544	331	548	880	638	114	662	84	94	670	670	6873	
5	Accounting	201	547	235	574	703	24	564	299	297	964	437	506	506	
6	Advisers	523	540	241	179	740	546	743	942	863	976	214	485	7405	
7	Advisers	434	567	151	700	325	543	750	274	900	640	445	811	6556	
8															
9	Total	2656	3281	2950	2727	3464	3996	2381	2710	4195	3024	3469	3173	36303	32049
10															
11	Dept B														
12	Bids	394	608	392	76	77	268	753	616	240	871	851	408	4703	
13	Barcodes	252	644	714	362	632	238	710	894	377	616	324	457	6870	
14	Barcodes	331	933	495	149	362	258	279	933	342	444	164	237	6653	
15	Total	1677	1945	891	1207	831	865	1743	2503	959	1951	581	102	17074	14144
16															
17	Dept C														
18	Cables	390	172	471	924	803	242	422	219	431	959	914	989	6194	
19	Capacitors	0	841	950	581	547	28	036	234	251	476	500	882	9636	
20	Capacitors	140	643	697	84	320	809	353	715	250	299	494	423	4952	
21	Ceramics	595	639	622	514	871	873	976	782	195	223	926	386	7391	
22	Chemical ager	637	496	259	607	933	592	956	93	294	489	321	586	6953	
23	Chipboard	927	950	853	80	767	868	104	389	642	553	264	862	5849	
24	Computer sup	46	328	895	390	174	80	125	206	419	923	474	79	2939	
25	Total	2861	3103	4257	3950	4915	2901	3453	2118	2502	3702	2963	3532	28422	28422
26															
27	Dept D														
28	Dies	70	598	598	179	630	636	340	353	196	815	667	676	5710	
29	Diggers	952	277	769	881	886	139	424	632	852	686	970	64	6771	
30	Doors	779	201	787	849	730	765	657	247	870	61	636	71	6346	
31	Drums	624	969	984	648	363	430	140	301	237	243	593	244	6302	
32	Drums	628	636	39	124	779	907	805	419	238	743	162	637	6259	
33	Dust covers	422	384	952	849	901	175	507	430	297	475	636	883	8131	
34	Total	4103	3338	4566	4236	4432	2922	2495	3283	2594	3036	4460	2847	42769	42767
35															
36	Dept E														
37	Electric bracks	614	815	760	836	37	415	683	14	823	337	278	911	5773	
38	Electronic met	371	960	807	96	975	622	420	322	463	298	932	298	5842	
39	Electronic met	893	966	603	969	462	262	954	174	137	625	231	753	6486	
40	Engines	449	174	421	596	969	791	234	463	822	719	426	58	7895	
41	Environmental	525	232	293	40	536	581	787	467	771	388	400	489	5949	
42	Events	893	46	680	214	80	378	288	635	254	946	836	192	5295	
43	Expenses	233	543	437	864	860	18	586	680	64	637	460	719	5887	
44	Extruders	251	871	25	536	162	234	574	5	46	852	170	426	4492	
45	Total	4562	5273	4482	4484	3488	3281	4402	2369	2581	4971	2844	3628	32804	
46															
47	Dept F														
48	Fencing clean	755	116	680	408	126	458	822	336	827	202	496	349	5287	
49	Fertilizer	254	205	493	385	385	133	784	716	328	368	275	627	4886	
50	Fertilizers	559	638	423	723	282	351	686	405	603	767	896	820	7203	
51	Fibre optics	152	407	184	287	370	648	376	673	101	588	395	454	5693	
52	Fish bait	395	222	683	342	862	512	53	470	701	422	735	730	6169	
53	Flaps	695	684	101	565	901	140	7	117	50	534	495	503	5302	
54	Floorslips	441	630	190	744	255	788	884	626	795	990	736	323	7432	
55	Floor panels	147	970	684	223	695	276	788	476	692	296	323	923	6032	
56	Flowers	893	125	244	886	117	268	448	633	885	636	16	452	5563	
57	Fluorescent	69	960	272	29	810	899	899	610	817	693	610	617	6633	
58	Foam plastic	515	801	634	49	338	66	240	821	109	866	42	11	4792	
59	Footwear	436	736	632	507	630	616	171	24	261	84	595	923	6571	
60	Franking	61	88	107	636	762	768	906	541	36	921	16	283	6320	
61	Franking	696	254	430	977	366	375	236	421	234	379	631	122	6951	
62	Fuel	81	88	185	96	148	446	129	550	434	243	95	444	2554	
63	Furnishings	233	742	188	242	558	900	750	583	526	688	802	930	7438	
64	Total	7177	6386	7730	8486	6560	6440	6668	3705	3874	6384	7676	9346	96932	
65															
66	Grand total	22933	19365	23852	23734	25996	20915	20774	23863	21956	28338	21471	20864	230618	226847
67															
68	Grand total check	22933	19365	23852	23734	25996	20915	20774	23863	21956	28338	21471	20864	230618	226847

Detailed Inspection

Create sheets of detailed cell inspection

In the example workbook, select the sheet 'Errors' and click the *Detailed Inspection* menu item in the XLTest Visualize menu.

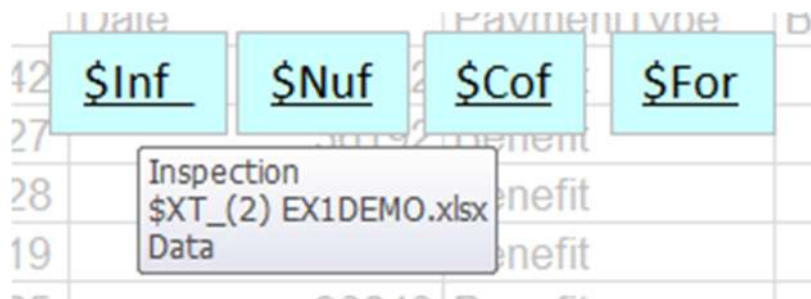


If you check the first option, it will process all the worksheets in the workbook. If you leave it unchecked, it will process only the selected sheets. You can select multiple sheets by Ctrl+click on each tab you want to include in the selection. Or, by selecting one sheet tab, holding down the Shift key, and selecting another tab, you can select a group of sheets at once. This can be a useful way to include a set of sheets that you want to test, or to exclude a sheet containing nothing more of interest than a large table of data. For this exercise, leave the first option unchecked. Because the active sheet is 'Errors', this creates a sheet *Errors* in the \$XT_ workbook which summarises the warnings on the sheet. The "Areas" column contains hyperlinks to the cells, or if 'Create names' was checked, to a named range referring to the cells. Each cell across contains the full address of the area and you can use the XLTest shortcut Right-Click+5 to go to that area. If you do not see the numbered XLTest options in the cell context menu, use the Shortcut Keys menu option 'Refresh Right-click menu'.

If Iteration is on, a warning appears that it cannot check for circular references. If you wish to include that check, please first uncheck "Enable iterative calculations" in the Excel Options.

The option to time out the inspection is useful for workbooks that may have large worksheets that you do not wish to analyse completely. Leave it blank for no timeout. The sheet lists the #Error values, the error and warnings checks, some formula statistics, a list of functions used, any circular reference chain, the number formats in use, custom styles, and the comments (cell notes) on that sheet.

Most tests in XLTEST add a text box to the original sheet which hyperlinks to the documentation sheet. This screenshot shows four such links (Info, Numberformats, Conditional Formats, and Formulas), and the screen tip for the first one, \$Inf.



Errors and warning checks

Description of check

Error value

Text two digit year

Number stored as text

Inconsistent formula

Omits cells in region

Unlocked formula cell

Refers to empty cell

List validation error

Inconsistent list

Fails data validation

Overflow error

Number in formula

NumberFormat hides value

Format Font Fill colour

Conditional Format Font

Formula too long

Formula starts with minus

Formula with double minus

Numeric text right aligned

Range_Lookup check params

Formula #REF but not error

The cell contains...

an error value, one of:

#DIV/0!, #N/A, #NAME?, #NULL!, #NUM!, #REF!, #VALUE!
#SPILL!, #CONNECT!, #BLOCKED!, #UNKNOWN!, #FIELD!, #CALC!

Excel 2019 adds #SPILL! and other error values

a text date with 2 digit years

a number stored as text

an inconsistent formula for a region

a formula omitting a cell for a region

a formula and is unlocked

a formula referring to empty cells

data in the list contains a validation error

an inconsistent formula for a list

a validation error

an overflow error

an embedded ('hard coded') numeric constant

number format obscures real value

font colour same as cell fill colour

font conditional colour same as cell fill colour

formula exceeds 1024 characters

formula begins =-

formula contains --

numeric text aligned to look like a number

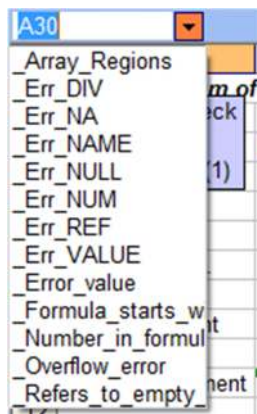
a lookup function missing the range lookup parameter

a formula contains #REF but does not return an error

This is followed by other checks: Cells Checked; Not empty; All Formulas; Distinct Formulas; External Link Formulas; Formula Hidden; Formula Unlocked; Max Formula Length; Max Formula Complexity; Total Formula Complexity; Array Formulas; Object formulas; Merged Areas; Number Formats used; Custom Styles used; Circular Reference.

After that, there is a list of Excel functions used, number formats used, cell comments, and hyperlinks.

If you checked "Create names for ranges of cells with errors", range names are created corresponding to the entries in the 'Description of check' column in the table above. This provides a convenient way to select all the cells in a particular class of error.



Not all of these warnings are necessarily real errors. For example, although constant numbers in formulas are not good practice if they represent numbers which might change, the VLOOKUP function will usually have a numeric constant in it which is the number of the column to be returned, eg =VLOOKUP (A4, TaxTable, 7, FALSE) .

Each of the areas found for each error is listed across the sheet:

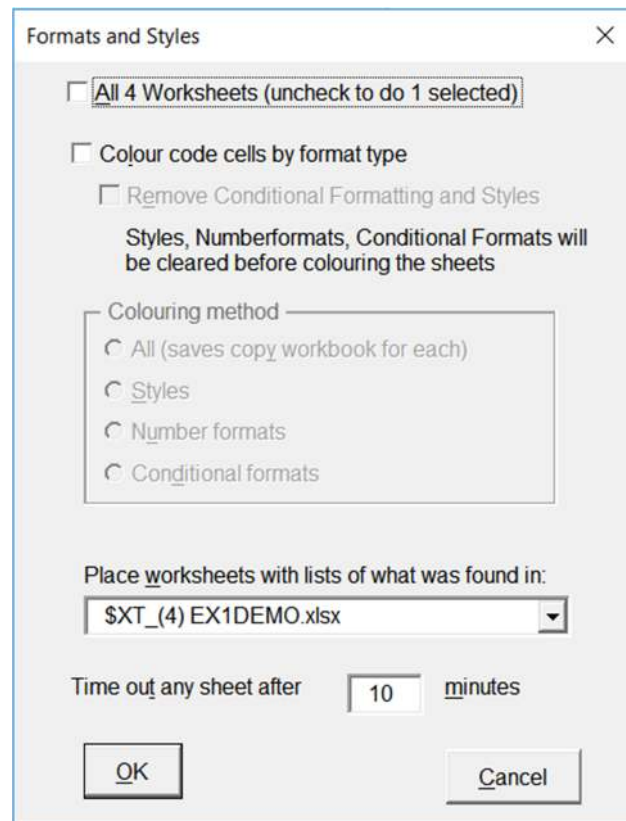
No.	Error Check	Count	Areas	Ranges
1	Error value	10	6	SJErrors!B11 SJErrors!B13 ors!B15:B17 ors!B21:B23 SJErrors!D23 SJErrors!B25
2	Text two digit year			
3	Number stored as text			
4	Inconsistent formula			
5	Omits cells in region			
6	Unlocked formula cell			
7	Refers to empty cell	4	4	SJErrors!B16 SJErrors!B22 SJErrors!D23 SJErrors!B27
8	List validation error			
9	Inconsistent list			
10	Fails data validation			
11	Overflow error	1	1	LSJErrors!B5
12	Number in formula	5	3	SJErrors!B11 ors!B20:B21 ors!C21:D21
13	NumberFormat hides value			
14	Format Font Fill colour			
15	Conditional Format Font			
16	Formula too long			
17	Formula starts with minus	1	1	LSJErrors!B5
18	Formula with double minus			
19	Numeric text right aligned			
20	Range_Lookup check params	3	1	ors!B15:B17
21	Formula #REF but not error			

The sheet name is shown in a lighter colour in order to make the cell address stand out better. The right-click 'GoTo Reference' shortcut works on these cells even though they are not hyperlinked.

Styles and Conditional Formats

List Colour Formats and Styles

In the Batch Test menu, this is done by the option 'Colour Styles, Numberformats, Conditional formats from above lists' which uses the previously derived lists to identify the cells to be coloured.



This enables you to see differences in the otherwise non-obvious formulas behind conditional formatting.

Because Conditional Formats typically have fill colours, there is an option to remove them after creating the sheet that lists them and before adding the XLTest colour scheme which assigns a distinct colour to each conditional format formula.

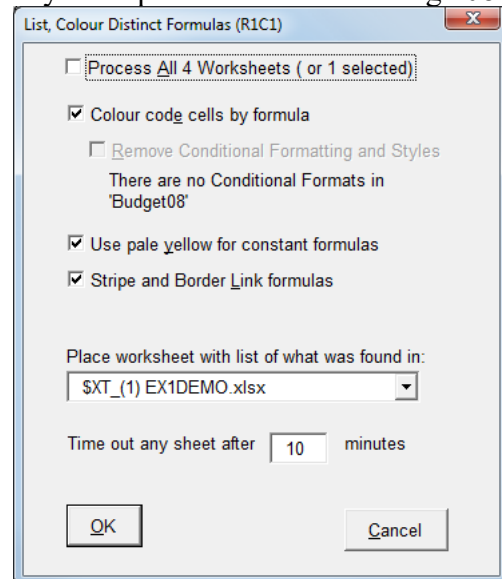
So, ensure you use this menu option to document the CF colours before you remove them in any other XLTest colouring menu options.

In Batch mode, a copy of the workbook coloured by the Conditional formats is saved in a file "#Cof(1) EX1DEMO.XLS"; otherwise in a sheet in the \$XT file.

Formulas List, Colorize

List, Colour cells by distinct formula (R1C1)

Try this option on the sheet Budget08. Select all options except the first and click OK:



The option for *constant formulas* is for those cases when a sheet has formulas that are simply calculations like $=1+2+3$ with no cell references. Rather than treating each one as a different formula, this assigns the same pale yellow colour to them all. The *Stripe and Border link formulas* option shades cells with formulas that contain an exclamation mark (which might be an indication of workbook or external links) and puts a black border around cells with external links.

This creates a sheet in the documentation workbook named Budget08 that lists each formula in both R1C1 and A1 style and the areas it was found in. The first column has the colour assigned to it by XLTest. The FormulaA1 column also highlights in yellow some warning comments; for example, formulas with embedded constant numbers. In column G (not shown below) a picture of the worksheet provides an overview.

	A	B	C	D	E	F
1	Distinct Form	Formula R1C1 in 'Budget08'	Formula A1	Count	Areas	Ranges
2		1 =Transfer(RC[-10])	L5=Transfer(B5)	47	6	[EX1DEMO.XLS]Budget08!L5:L10 [EX1DEM
3		2 =SUM(RC[-13]:RC[-1])	N5=SUM(A5:M5)	9	2	[EX1DEMO.XLS]Budget08!N5:N10 [EX1DEM
4		3 =SUM(R[-6]C:-1)C	B11=SUM(B5:B10)	13	1	[EX1DEMO.XLS]Budget08!B11:N11 [EX1DEM
5		4 =SUM(R[-6]C[-13]:R[-2]C[-2])	O11=SUM(B5:M9)	1	1	[EX1DEMO.XLS]Budget08!O11
6		5 =R[-3]C+R[-2]C+R[-1]C	B17=B14+B15+B16	12	1	[EX1DEMO.XLS]Budget08!B17:M17
7		6 =SUM(R[-3]C:-1)C	N17=SUM(N14:N16)	1	1	[EX1DEMO.XLS]Budget08!N17
8		7 =SUM(R[-3]C[-13]:R[-1]C[-1])	O17=SUM(B14:N16)	1	1	[EX1DEMO.XLS]Budget08!O17
9		8 =SUM(RC[-12]:RC[-1])	N20=SUM(B20:M20)	39	4	[EX1DEMO.XLS]Budget08!N20:N26 [EX1DEM
10		9 =SUM(R[-7]C:-1)C	B27=SUM(B20:B26)	25	2	[EX1DEMO.XLS]Budget08!B27:N27 [EX1DEM
11		10 =SUM(R[-7]C[-13]:R[-1]C[-2])	O27=SUM(B20:M26)	1	1	[EX1DEMO.XLS]Budget08!O27
12		11 =SUM(R[-6]C[-13]:R[-1]C[-2])	O37=SUM(B31:M36)	1	1	[EX1DEMO.XLS]Budget08!O37
13		12 =SUM(R[-8]C:-1)C	B48=SUM(B40:B47)	11	1	[EX1DEMO.XLS]Budget08!B48:L48
14		13 =SUM(R[-8]C:-2)C	M48=SUM(M40:M46)	1	1	[EX1DEMO.XLS]Budget08!M48
15		14 =SUM(R[-8]C[-13]:R[-1]C[-1])	O48=SUM(B40:N47)	1	1	[EX1DEMO.XLS]Budget08!O48
16		15 =SUM(R[-16]C:-1)C	B67=SUM(B51:B66)	12	2	[EX1DEMO.XLS]Budget08!B67 [EX1DEM
17		16 =SUM(R[-16]C[-13]:R[-1]C[-1])	O67=SUM(B51:N66)	1	1	[EX1DEMO.XLS]Budget08!O67
18		17 =R[-58]C+R[-52]C+R[-42]C+R[-32]C+R[-21]C+R[-2]C	B69=B11+B17+B27+B37+B48+B67	13	1	[EX1DEMO.XLS]Budget08!B69:N69
19		18 =SUM(R[-1]C[-12]:R[-1]C[-1])	N70=SUM(B69:M69)	1	1	[EX1DEMO.XLS]Budget08!N70
20		19 =SUM(R[-6]C[-13]:R[-3]C[-1])2	O70=SUM(B3:N67)2	1	1	[EX1DEMO.XLS]Budget08!O70

The shade of colour used is not significant, except that unique formulas (those that occur only once on the sheet) are coloured in pure yellow. The colours paint the areas of the sheet with the same underlying formula, as you can see in the next picture of the Budget08 sheet after colouring:

EX1DEMO.XLS [Read-Only] [Compatibility Mode]																		
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O			
1	Budget for 2008																	
2	Colour by Distinct Formulas																	
3	SXT_(2) EX1DEMO.xlsx																	
4	Dept A	sb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Check				
5	Accounting	427	668	760	484	367	849	575	233	977	135	941	607	6807				
6	Actuators	381	967	239		574	703	84	564	390	387	964	437	5690				
7	Adhesives	828	540	241	179	740	546	748	942	969	976	214	485	7408				
8	Advertising	494	567	191	700	325	343	758	374	900	648	445	811	6556				
9	Air brakes	115	95	288	816	578	920	102	936	725	64	265	369	5263				
11	Total	2656	3381	2050	2727	3464	3996	2381	3711	4145	3124	3489	3179	38303	33040			
12																		
13	Dept B																	
14	Bags	394	608	392	76	77	268	753	616	240	871	833	408	4703				
15	Barcodes	352	644	714	982	692	239	711	894	377	616	214	457	6678				
16	Batteries	931	593	485	149	862	358	279	993	342	464	804	237	5693				
17	Total	1677	1845	1591	1207	1631	865	1743	2503	959	1951	581	1102	17074	34148			
18																		
19	Dept C																	
20	Cables	398	172	471	924	803	242	422	219	431	859	184	989	6114				
21	Capacitors	0	861	550	581	547	28	616	234	251	476	500	982	5626				
22	Cassettes	348	543	697	94	320	189	353	75	350	259	494	428	4150				
23	Ceramics	555	618	622	514	971	573	976	792	115	223	536	306	7191				
24	Chemical agent	527	456	259	927	933	892	856	93	294	409	331	586	6553				
25	Chipboard	927	150	853	160	767	868	104	399	642	553	244	162	5849				
26	Computer supp	46	328	805	150	174	109	126	306	419	923	474	79	3939				
27	Total	2801	3128	4297	3390	4915	2901	3453	218	2502	3702	3163	3532	29422	39422			
28																		
29	Dept D																	
30																		
31	Dies	70	558	518	179	690	636	340	353	196	815	697	676	5718				
32	Diggers	952	277	768	861	866	139	424	612	152	686	978	64	6771				
33	Discs	779	311	787	949	738	785	657	247	870	61	631	71	6946				
34	Doors	824	989	984	648	363	430	140	301	237	349	593	344	6202				
35	Drums	428	696	39	724	77	167	185	419	291	743	112	697	5259				
36	Dust covers	422	384	952	849	101	175	507	430	297	475	836	903	6131				
37	Total	4120	3338	4566	4236	4432	2522	2455	3283	2894	3616	4460	2847	42763	37027			
38																		
39	Dept E																	
40	Electric fencing	614	815	760	836	37	415	683	14	823	337	278	161	5773				
41	Electronic switcher	371	960	517	95	575	622	420	322	463	298	193	206	5042				
42	Electronic medi	810	966	603	909	462	262	554	174	137	625	231	753	6486				
43	Engines	469	374	921	890	968	791	230	663	923	718	435	516	7889				
44	Environmental	925	292	289	40	536	561	787	467	771	388	403	489	5948				
45	Events	859	46	600	214	88	378	268	655	354	946	899	182	52395				
46	Expenses	203	949	497	964	660	18	586	660	64	687	468	311	6067				
47	Extractors	251	871	215	536	162	234	574	5	46	952	173	436	4452				
48	Total	4502	5273	4402	4484	3488	3281	4102	2960	3581	4951	2864	2628		93904			
49																		
50	Dept F																	
51	Factory cleaning	755	116	680	408	128	458	622	336	827	202	486	349	5287				
52	Fast food	254	205	459	312	565	123	764	786	325	166	273	627	4865				
53	Fastenings	559	698	423	723	262	351	696	405	603	767	996	820	7203				
54	Fibre optics	192	407	104	287	870	848	378	673	181	990	268	654	5893				
55	Fish bait	395	222	663	342	862	512	53	470	701	422	735	792	6169				
56	Flags	685	484	701	506	961	140	7	177	50	594	453	597	5361				
57	Flavourings	461	690	190	744	255	788	664	826	765	990	738	323	7432				
58	Floor polish	147	878	494	223	666	376	788	546	478	660	216	320	5832				
59	Flowers	893	135	244	986	117	268	449	633	685	696	11	452	5559				
60	Fluid mixing	704	968	272	638	890	295	29	610	680	899	631	81	6637				
61	Foam plastic	515	801	694	49	386	66	240	821	199	966	42	13	4732				
62	Footwear	436	796	632	507	680	616	171	24	261	954	586	939	8571				
63	Fortune telling	71	386	187	630	752	368	565	541	96	452	83	203	4332				
64	Franking	686	254	430	977	366	375	336	621	264	979	631	132	6051				
65	Fuel	91	88	615	156	148	466	128	550	434	349	25	444	3554				
66	Furnishings	333	742	198	242	558	900	750	569	526	888	803	930	7438				
67	Total	7177		6986	7730	8466	6950	8640	8588	7075	10374	6314	7676	33046	186092			
68																		
69	Grand total	22933	16965	23852	23734	25396	20515	20774	23163	21156	28318	21471	20964	230614				
70																		
													Grand total check				26364	5277935

It is relatively easy to spot discrepancies in expected patterns this way, for example in N17, M48, N48 and C67. The unlocked formulas are given red borders.

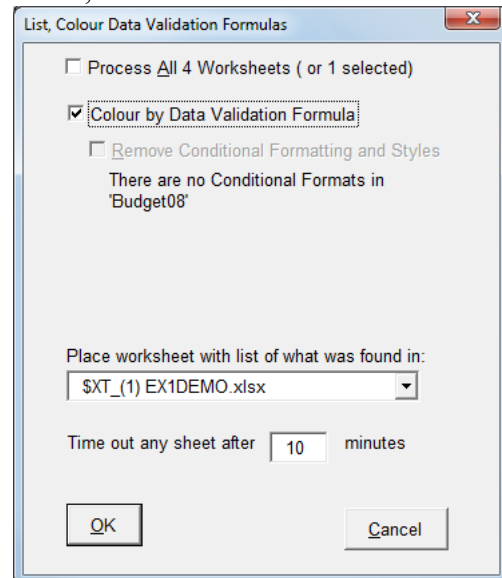
Each colouring menu item (Formulas, Validation, etc.) puts its own colour scheme on the sheet, replacing any previous colour scheme. You might wish to print or save a copy of the workbook at each colouring stage if you wish to keep a record of the colouring. This is done automatically by the Batch processing menu.

It is recommended to use the menu item *Styles and Conditional Formats* first to document conditional formats before you decide to remove them.

Data Validation Formulas

List, Colour Data Validation Formulas

This lists Data Validation formulas and optionally gives cells with the same DV formula the same colour. Use the menu item first to document conditional formats before you remove them. Select the tab Budget08. In the Visualize and Document menu, click *Data Validation Formulas*



A sheet lists the formulas and the colours assigned to them.

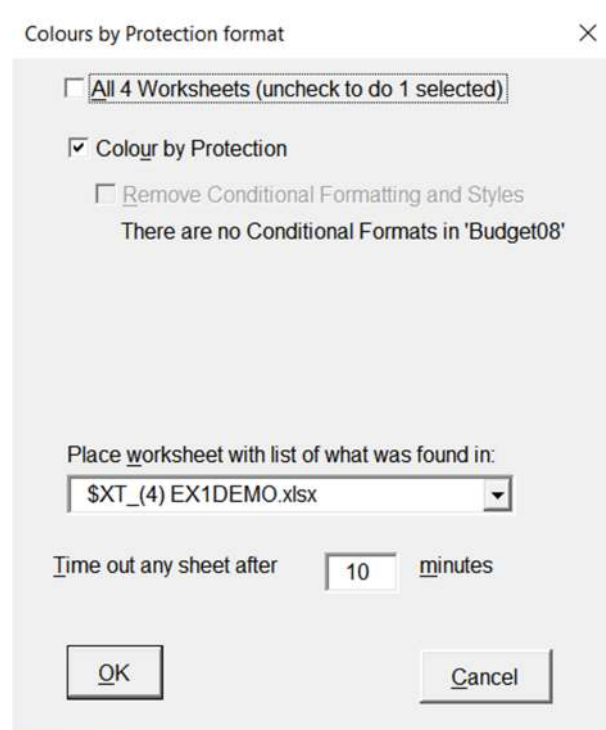
	A	B	C	D	E	
1	Data Validatic in 'Budget08'	Formula A1	Count	Areas	Ranges	
2	1	Stop Decimal > 0	Stop Decimal > 0	102	7	B5:M9,L10,L14:L16,L2
3	2	Stop Decimal Between 0 .. 1000	Stop Decimal Between 0 .. 1000	33	2	B14:K16,M14:M16
4	3	Stop Decimal Between 0 .. 980	Stop Decimal Between 0 .. 980	407	8	B20:K26,M20:M26,B3:

The sheet Budget08 is now coloured and the discrepancies are obvious. Cells where data validation has failed are outlined in red.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Budget for 2008														
2															
3															
4	Dept A	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Check	
5	Accounting	427	668	760	484	367	849	575	233	977	135	941	407	6807	
6	Actuators	544	331	548	880	635	114	662	184	914	670	670	6579		
7	Adhesives	381	967	239	574	703	84	564	390	387	864	437	5690		
8	Advertising	494	567	191	700	325	343	758	374	900	648	445	811	6556	
9	Air brakes	115	95	288	816	578	920	102	936	725	64	255	369	5263	
10	Total	2656	3381	2050	2727	3464	3996	2381	4145	3124	3489	3179	38303	33040	
11															
12															
13	Dept B														
14	Bags	394	608	382	76	77	268	753	616	240	871	353	408	4703	
15	Barcodes	352	644	714	982	692	239	711	894	377	616	324	457	6678	
16	Batteries	931	593	485	149	862	358	279	993	342	464	104	237	5693	
17	Total	1677	1845	1591	1207	1631	865	1743	2503	959	1951	581	1102	17074	34148
18															
19	Dept C														
20	Cables	398	172	471	924	803	242	422	219	431	859	184	388	6114	
21	Capacitors	0	861	550	581	547	28	616	234	251	476	500	982	5626	
22	Cassettes	348	543	697	94	320	189	353	75	350	259	494	428	4150	
23	Ceramics	555	618	622	514	971	573	976	792	115	223	326	306	7191	
24	Chemical agent	527	456	259	927	933	892	856	93	294	409	321	588	6553	
25	Chipboard	927	150	853	160	767	868	104	399	642	553	264	162	5849	
26	Computer supp	46	328	805	150	174	109	126	306	419	923	474	79	3939	
27	Total	2801	3128	4257	3350	4515	2901	3453	2118	2502	3702	3163	3532	39422	39422
28															
29	Dept D														
30	Dies	70	558	518	179	690	636	340	353	196	815	687	676	5718	
31	Diggers	952	277	768	861	966	139	424	612	152	686	970	64	6771	
32	Discs	773	311	787	949	738	785	657	247	870	61	691	71	6946	
33	Doors	824	983	984	648	363	430	140	301	237	349	593	344	6202	
34	Drums	428	696	38	724	778	167	165	419	291	743	112	697	5259	
35	Dust covers	422	384	952	849	101	175	507	430	297	475	636	903	6131	
36	Total	4120	3338	4566	4236	4432	2522	2455	3283	2894	3616	4460	2847	42769	37027
37															
38															

Colorize by Protection

List, colour by Protection and Hidden format



This is intended as a visual check on the appropriate pattern of protection being applied to input cells (which should be unlocked) and calculation cells (which should be locked). The Locked and Hidden attributes of the Format Cells dialog Protection tab only take effect when the sheet is protected.

It applies the following colour scheme to the cells:

Type \ Protection	Lock,Unhid	Unlock,Unhid	Lock,Hid	Unlock,Hid
Empty	Pale Blue	Turquoise	Light Turquoise	Sky Blue
Constant	Tan	Yellow	Pale yellow	Light Orange
Formula	Lime	Bright Green	Light Green	Sea Green

And lists the ranges in the documentation workbook:

	A	B	C	D	E	
1	Protection	in 'Budget08'	Formula A1	Count	Areas	Ranges
2	1	Locked ,Unhidden Constant		591	26	A1,B3:M3,O3,E B1:M1,A2:M2,C 6,A28:M28,B29
3	2	Locked ,Unhidden Empty		252	27	68,O68:O69,A7
4	3	Unlocked,Unhidden Empty		15	8	N1:N2,N4,N12
5	4	Unlocked,Unhidden Constant		1	1	N3
6	5	Locked ,Unhidden Formula		137	21	L5:L10,B11:M1 ,B48:M48,O48,
7	6	Unlocked,Unhidden Formula		54	7	N5:N11,N14:N

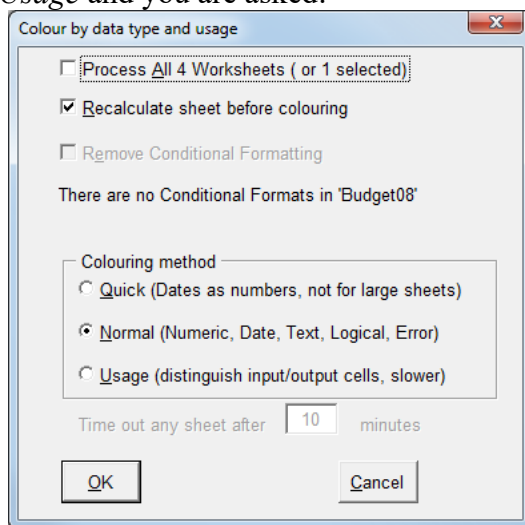
Data Type and Usage

Colours cells by Data Type, Input, or Output

You can choose a simple scheme for text, numbers, dates, or logical values, or a more detailed scheme that distinguishes input values, intermediate and final calculations.

There is no need to manually remove any colouring from previous testing, it will be automatically removed. If you wish, you can use the menu item Decolorize Worksheets and check “Remove cell interior colours and patterns”. You can use the menu item *Styles and Conditional Formats* first to document conditional formats before you decide to remove them.

Select the tab Budget08. In the Visualize and Document menu, click *Data Type and Usage* and you are asked:



For the first exercise, accept the defaults, and you get:

Budget for 2008																
Usage	Type	Number	Date	Text	Logical											
Unused Constant	White	White	White	White	White											
Input Constant	Light Green	Light Turquoise	Pale yellow	Pale lavender												
Input Formula	Sea Green	Blue	Tan	Light												
Intermediate Formula	Light Green	Light Blue	Light Orange	Light												
Output Formula	Light Green	Light Blue	Light Orange	Light												
Empty input cell	Red	Red	Red	Red												
Adhesives	828	540	241	179	740	546	748	942	969	976	134	485	7406			
Advertising	494	567	191	700	325	343	758	374	900	648	445	811	6556			
Air brakes	115	95	288	876	578	920	102	936	725	64	755	369	5362			
Total	2855	3381	2855	2727	3464	2888	2381	3771	4459	3424	3459	3379	36352	23048		
Dept B																
Bags	394	608	392	76	77	268	753	616	240	871	953	408	4702			
Barcodes	352	644	714	982	692	239	711	894	377	616	324	457	6678			
Batteries	921	553	495	149	862	358	278	953	342	464	304	237	5652			
Total	1677	1945	1691	1267	1671	1655	1763	2559	1659	1681	1682	17074	34188			
Dept C																
Cables	398	172	471	524	803	242	422	219	431	959	984	989	6194			
Capacitors	0	861	550	581	547	28	616	234	251	476	1908	982	16236			
Cassettes	348	543	637	34	320	89	353	75	350	259	494	420	4185			
Ceramics	555	618	622	514	971	573	976	782	105	223	326	306	7701			
Chemical agent	527	496	299	327	333	892	896	93	294	409	321	986	10562			
Chipboard	927	190	853	160	767	888	104	399	642	553	254	182	5849			
Computer supply	46	328	805	150	174	109	126	306	419	923	478	79	3938			
Total	3881	3105	4055	3585	4432	2455	3283	2094	3616	3709	3813	3932	39422	29422		
Dept D																
Dies	70	558	518	179	690	636	340	353	196	815	187	676	5718			
Diggers	982	277	788	861	886	139	424	612	852	696	978	84	6771			
Doors	779	311	787	948	738	795	657	247	870	61	631	71	6346			
Doors	824	889	984	648	363	430	140	301	237	349	183	344	6202			
Drums	428	636	39	724	778	167	105	419	291	743	102	687	5258			
Dust covers	422	384	952	843	101	175	507	430	297	475	638	903	9131			
Total	4100	3238	4055	4236	4432	2455	3283	2094	3616	3709	3813	3932	39422	29422		
Dept E																
Electric fencing	614	895	760	836	37	415	683	14	823	337	276	161	5772			
Electric switchin	371	960	517	95	575	622	420	322	463	298	183	206	5042			
Electronic medi	810	966	603	909	462	262	554	174	137	625	231	753	6418			
Engines	469	374	321	890	968	781	230	663	822	718	438	516	7899			
Environmental	325	232	289	40	536	561	787	467	771	388	402	489	5946			
Events	859	46	600	214	88	378	268	655	354	946	186	192	5295			
Expenses	203	949	437	964	660	18	586	660	64	687	468	311	6067			
Extractors	251	871	215	536	162	234	574	5	46	952	770	436	4432			
Total	4952	5273	4432	4432	3459	3281	4162	2960	3616	4081	2844	2628	32364			

The colour key is included on the page as a picture which you can move around as you wish.

As expected, the labels are text, most cells in the table are numbers, and the edges of the table have numeric formulas. When you move the colour key out of the way, you can see that cell E7 is empty (as are N48 & C67 when you scroll down); and L14:L16 contain text values. The formula in L17 treats these as numbers but the SUM formulas in N14:N16 ignore them.

For the second exercise, select Colour Data Type and Usage, select the Usage colouring method, and click OK. This is a slower process. Move the colour key to the right-hand side so that you can see the whole sheet:

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V
1	Budget for 2008																					
2		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Check							
3																						
4	Dept A																					
5	Abrasives	411	688	760	494	367	849	575	233	977	105	941	407	6807								
6	Accounting	427	544	331	548	880	635	114	682	184	914	670	670	6579								
7	Actuators	381	967	239		574	703	84	564	390	387	364	437	5690								
8	Adhesives	828	540	241	179	740	546	748	942	969	976	214	485	7408								
9	Advertising	494	567	191	700	325	343	758	374	900	648	445	811	6556								
10	Air brakes	115	95	288	816	578	920	102	936	725	64	255	369	5263								
11	Total	2656	3381	2050	2727	3464	3936	2381	3711	4145	3124	3489	3179	38303	35040							
12																						
13	Dept B																					
14	Bags	394	608	392	76	77	268	753	616	240	871	153	408	4703								
15	Barcodes	352	644	714	982	692	239	711	894	377	616	324	457	6678								
16	Batteries	931	533	485	149	862	358	279	993	342	464	104	237	5693								
17	Total	1677	1845	1591	1207	1631	865	1743	2503	959	1951	581	1102	17074	24188							
18																						
19	Dept C																					
20	Cables	398	172	471	924	803	242	422	219	431	859	184	989	6114								
21	Capacitors	0	861	550	581	547	28	616	234	251	476	500	982	5626								
22	Cassettes	348	543	697	94	320	189	353	75	350	259	494	428	4150								
23	Ceramics	555	618	622	514	971	573	976	792	115	223	926	306	7191								
24	Chemical ager	527	456	259	327	933	892	856	93	294	409	321	586	6553								
25	Chipboard	927	150	853	160	767	868	104	399	642	553	264	162	5848								
26	Computer sup	46	328	805	150	174	109	126	306	419	923	474	79	3338								
27	Total	2801	3128	4257	3350	4515	2901	3453	2118	2502	3702	3163	3532	39422	39422							
28																						
29	Dept D																					
30																						
31	Dies	70	558	518	179	690	636	340	353	196	815	697	676	5718								
32	Diggers	952	277	768	861	866	139	424	612	162	686	970	64	6771								
33	Disks	779	311	787	949	738	795	657	247	870	61	691	71	6946								
34	Doors	824	989	984	648	363	430	140	301	237	349	593	344	6202								
35	Drums	428	696	39	724	778	167	165	419	291	743	112	697	5258								
36	Dust covers	422	384	952	849	101	175	507	430	297	475	636	903	6131								
37	Total	4120	3338	4568	4236	4432	2522	2455	3283	2894	3616	4460	2847	42769	37027							
38																						
39	Dept E																					
40	Electric fencing	614	815	760	836	37	415	683	14	823	337	278	161	5773								
41	Electric switch	371	960	517	95	575	622	420	322	463	298	193	206	5042								
42	Electronic mec	810	966	603	909	462	262	554	174	137	625	231	753	6486								
43	Engines	469	374	921	890	968	791	230	663	923	718	426	516	7689								
44	Environmental	925	292	289	40	536	561	787	467	771	388	403	489	5948								
45	Events	899	46	600	214	88	378	268	655	354	946	695	182	5295								
46	Expenses	203	949	497	964	660	18	586	660	64	687	468	311	8067								
47	Extractors	251	871	215	536	162	234	574	5	46	952	170	435	4452								
48	Total	4502	5273	4402	4484	3488	3281	4102	2360	3581	4351	2864	2628	53304	53304							
49																						
50	Dept F																					
51	Factory cleanli	755	116	690	408	128	458	622	336	827	202	406	349	5287								
52	Fast food	254	205	459	312	565	123	764	786	325	166	279	627	4885								
53	Fastenings	559	698	423	722	262	351	696	405	603	767	896	820	7203								
54	Fibre optics	192	407	104	287	870	848	378	673	181	990	309	654	5893								
55	Fish bait	395	222	663	342	862	512	53	470	701	422	735	792	6169								
56	Flags	685	484	701	506	961	140	7	177	50	594	459	597	5361								
57	Flavourings	461	690	190	744	255	788	664	826	765	990	736	323	7432								
58	Floor polish	147	878	434	223	666	376	788	546	478	660	256	320	5832								
59	Flowers	893	135	244	986	117	268	449	633	685	696	11	452	5569								
60	Fluid mixing	704	968	272	638	890	295	29	610	680	899	631	81	6897								
61	Foam plastic	515	801	694	49	386	66	240	821	189	966	42	12	4792								
62	Footwear	436	796	632	507	680	616	171	24	261	954	555	939	6571								
63	Fortune telling	71	386	187	630	752	368	565	541	96	452	81	203	4332								
64	Franking	686	254	430	977	366	375	336	621	264	979	631	122	6051								
65	Fuel	91	88	615	156	148	466	128	550	434	349	85	444	3554								
66	Furnishings	333	742	198	242	558	900	750	569	526	888	802	930	7438								
67	Total	7177		6386	7730	8466	6350	6640	8588	7075	10374	6314	7676	93046	166032							
68																						
69	Grand total	22933	16965	23852	23734	25996	20515	20774	23163	21156	28318	21471	20864	230614	230614							
70																						
71																						
72																						

Now you can see that E7 is empty and used in a formula; some labels are unused labels and some are included in the SUM formulas.

This is the colour key:

Usage \ Type	Number	Date	Text	Logical
Unused Constant	White	White	White	White
Input Constant	Light Green	Light Turquoise	Pale yellow	Pale lavender
Input Formula	Sea Green	Sky Blue	Tan	Lilac
Intermediate Formula	Lime	Pale Blue	Light Orange	Lavender
Output Formula	Bright Green	Turquoise	Yellow	Pink
Empty input cell	Rose	Error	Red	

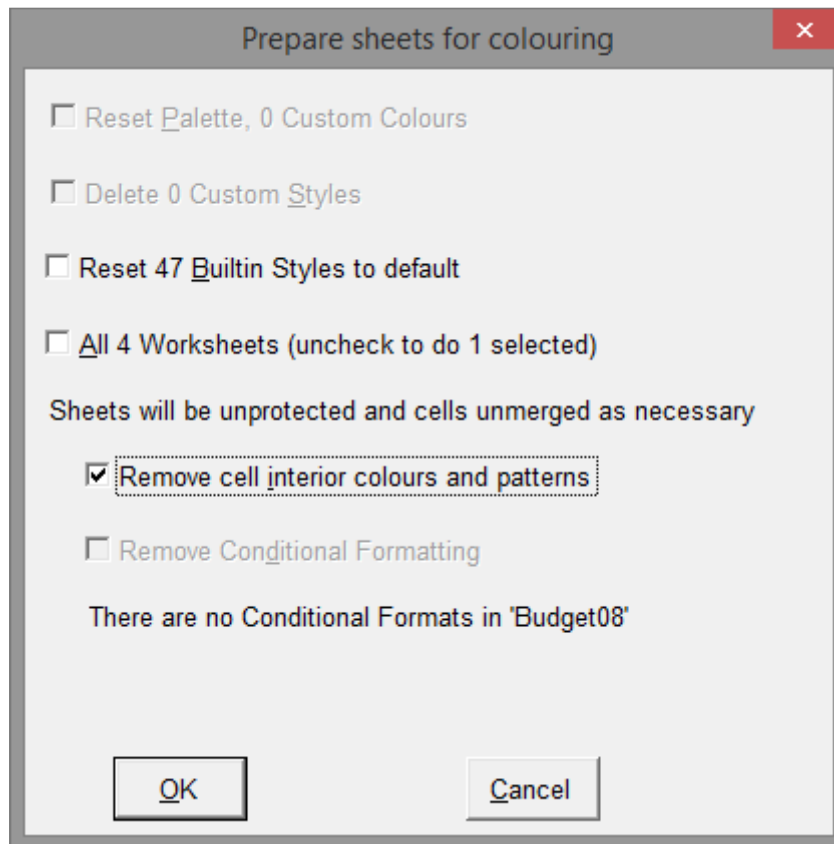
This is what the usage terms mean:

Unused Constant	A constant that has no dependents, eg a label. White is also used for formulas with no dependents <i>and</i> no precedents such as =NOW() or a constant =1+2+3
Input Constant	A constant that has dependents.
Input Formula	A formula that has dependents but no precedents; for example =NOW() that is referred to by another formula.
Intermediate Formula	A formula that has both precedents and dependents; it is in the middle of a chain of calculation.
Output Formula	A formula that has precedents but no dependents; it is the final calculation result.
Empty input cell	A blank cell that has dependents.

Colouring by usage can be extremely slow on large sheets – it may take hours to do a sheet with 10,000 cells. The \$DOC sheet gives some rough timing estimates at the end of the sheet statistics, but these underestimate the time for large sheets.

Decolorize worksheets

Remove cell colours from worksheets



This option is also used to delete excessive Custom Styles.

In Excel 2007 and later, XLTest cannot determine the unused Styles because it would take too long.

This resets all cells on the active sheet or all worksheets to the default (clear) background. Try it on the Budget08 sheet you have just coloured. Check the box to “Remove cell interior colours and patterns”.

It will ask you if you wish to clear colours set by Conditional Formatting, if any are detected. Use the menu item *Styles and Conditional Formats* first to document conditional formats before you remove them.

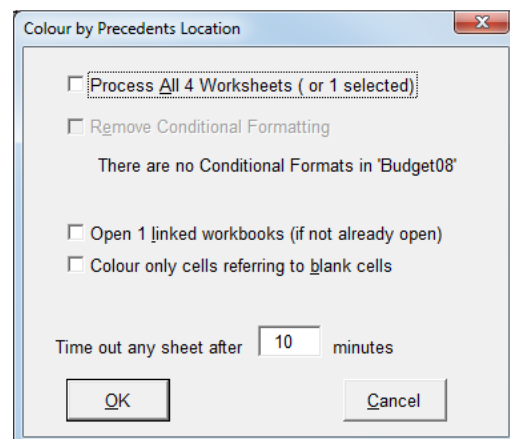
Colorize by Precedents

Colour by Precedents location

This can be extremely slow on very large sheets. To be accurate, precedent sheets should be visible, so you should run this after doing “Reset Settings, Unhide structure”.

The option *Open..linked* will automatically open any external linked files so that precedents to them can be counted. If this is not checked, any formula with an exclamation mark will be counted as one precedent link. If you are working on the EX1DEMO.xls sample file, do not check this as a source is intentionally missing.

The option *Colour only cells referring to blank cells* is useful when you wish to identify only formulas where some precedent values may be missing. To see it the other way around – ie to identify blank cells being referred to by a formula, use the menu to colorize by Data Type and Usage and empty input cells are shown in pink.



Applying this to the Budget08 sheet, you get the sheet coloured and a colour key picture is copied to the sheet which you can move around:

Key to Prec/Depd	
This sheet only	
This workbook only	
This sheet + book	
External workbook	
This sheet + Ext.	
This book + Ext.	
Sheet, book, Ext.	

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	Key to Prec/Dep															
2	This sheet only															
3	This work book only															
4	This sheet + book															
5	External work book															
6	This sheet + Ext.															
7	This book + Ext.															
8	Sheet book Ext.															
9	Advertising	494	567	191	700	325	343	758	374	900	648	445	811	6556		
10	Air brakes	115	95	288	816	578	920	102	936	725	64	255	369	5263		
11	Total	2656	3381	2050	2727	3464	3996	2381	3711	4145	3124	3489	3179	38303	33040	
12																
13	Dept B															
14	Bags	394	608	392	76	77	268	753	616	240	871	153	408	4703		
15	Barcodes	352	644	714	982	692	239	711	894	377	616	324	457	6678		
16	Batteries	931	593	485	149	862	358	279	993	342	464	104	237	5693		
17	Total	1677	1845	1591	1207	1631	865	1743	2503	959	1951	581	1102	17074	34148	
18																
19	Dept C															
20	Cables	398	172	471	924	803	242	422	219	431	859	184	989	6114		
21	Capacitors	0	861	550	581	547	28	616	234	251	476	500	982	5626		
22	Cassettes	348	543	697	94	320	189	353	75	350	259	494	428	4150		
23	Ceramics	555	618	622	514	971	573	976	792	115	223	326	306	7191		
24	Chemical ager	527	456	259	927	933	892	856	39	294	409	321	586	6553		
25	Chipboard	927	150	853	150	767	868	104	399	642	553	264	162	5849		
26	Computer sup	46	328	805	150	174	109	126	306	419	923	474	79	3939		
27	Total	2801	3128	4257	3350	4515	2901	3453	2118	2502	3702	3163	3532	39422	39422	
28																
29	Dept D															
30																
31	Dies	70	558	518	179	690	636	340	353	196	815	687	676	5718		
32	Diggers	952	277	768	961	866	139	424	612	152	606	970	64	6771		
33	Dises	779	311	787	949	738	785	657	247	870	61	691	71	6946		
34	Doors	824	989	984	648	363	430	140	301	237	349	593	344	6202		
35	Drums	428	696	39	724	778	167	165	419	291	743	112	697	5259		
36	Dust covers	422	384	952	849	101	175	507	430	297	475	636	903	6131		
37	Total	4120	3338	4566	4236	4432	2522	2455	3283	2894	3616	4460	2847	42769	37027	
38																

The green fill in column L means that it has precedents from another sheet.

To identify blank cells being referred to by formulas

To prepare an example for the next test, go to the sheet 'Transfer' and delete the contents of cell B59.

Now go to sheet Budget08, click "Colorize by Precedents", and select the option "Colour only cells referring to blank cells".

The cells on this sheet which refer to blanks on this sheet are highlighted in yellow and those which refer to blanks on the linked sheet 'Transfer' are highlighted in green.

49																
50	Dept F															
51	Factory cleanh	755	116	680	408	128	458	622	336	827	202	406	349	5287		
52	Fast food	254	205	459	312	565	123	764	786	325	166	279	627	4865		
53	Fastenings	559	698	423	723	262	351	696	405	603	767	896	820	7203		
54	Fibre optics	192	407	104	287	870	848	378	673	181	990	309	654	5893		
55	Fish bait	395	222	663	342	862	512	53	470	701	422	735	792	6169		
56	Flags	685	484	701	506	961	140	7	177	50	594	459	597	5361		
57	Flavourings	461	690	190	744	255	788	664	826	765	990	736	323	7432		
58	Floor polish	147	878	494	223	666	376	788	546	478	660	256	320	5832		
59	Flowers	893	135	244	986	117	268	449	633	685	696	0	452	5558		
60	Fluid mixing	704	968	272	638	890	295	29	610	680	899	631	81	6697		
61	Foam plastic	515	801	694	49	386	66	240	821	199	966	42	13	4792		
62	Footwear	436	796	632	507	680	616	171	24	261	954	555	939	6571		
63	Fortune telling	71	386	187	630	752	368	565	541	96	452	81	203	4332		
64	Franking	686	254	430	977	366	375	336	621	264	979	631	132	6051		
65	Fuel	91	88	615	156	148	466	128	550	434	349	85	444	3554		
66	Furnishings	333	742	198	242	558	900	750	569	526	888	802	930	7438		
67	Total	7177		6986	7730	8466	6950	6640	8588	7075	10974	6903	7676	93035	186070	
68																
69	Grand total	22933	16965	23852	23734	25996	20515	20774	23163	21156	28318	21460	20964	230603	269830	527772
70																
71																

You can use the menu item *Styles and Conditional Formats* first to document conditional formats before you remove them.

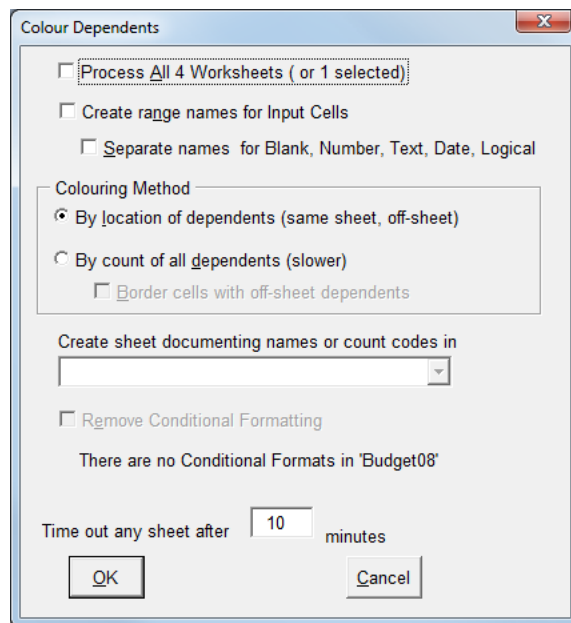
Colorize by Dependents

Colour by Dependents location or count

This can be extremely slow on very large sheets. To be accurate, dependent sheets should be visible, so you should run this after doing “Reset Settings, Unhide structure”.

This colours the cells according to either the location of the dependents, or the count of dependents at all levels. The options to create range names provide an easy way to select all the inputs on a sheet by range name. A further option creates range names for each data type – Blank, Number, Date, Text, Logical.

Try this on the sheet Budget08.



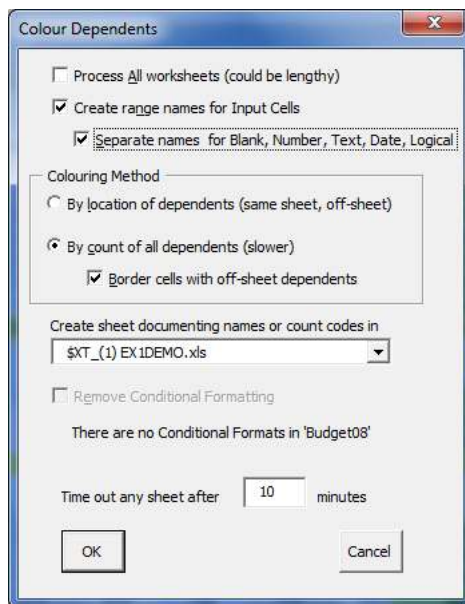
First try selecting the option “By location”, which shows that most of the cells (coloured yellow) are referred to only on the current sheet, the exception being the total (coloured green) in N70 which is referred to by the formula in E20 on the Errors sheet.

Key to Prec/Depd	954	555	939	6571	
This sheet only	452	81	203	4332	
This workbook only	979	631	132	6051	
This sheet + book	349	85	444	3554	
External workbook	888	802	930	7438	
This sheet + Ext.	10974	6914	7676	93046	186092
This book + Ext.	28318	21471	20964	230614	
Sheet, book, Ext.		Grand total check	269841	527793.5	

If you checked “Create range names” and “Separate names”, see the documentation sheet which shows the range names created:

Type	Range Name	Count	Areas	Ranges
	AllInputs	859	30	A1:O4,A5:k
0	BlankInputs	267	27	B1:O1,A2:C
5	NumericInputs	516	15	B5:K6,F7:k
8	TextInputs	76	10	A1,B3:O3,A

Then try again, check the option “By count” and check “Border cells”. If you check “Remove Conditional Formatting” it will show that there are none on Budget08. For other sheets, you can use the menu item *Styles and Conditional Formats* first to document conditional formats before you remove them.



You get a colour key sheet like this:

	A	B	C	D	E	F
1	No.	Dependents in 'Budget08'	External	Count		
2	1	1		185	11	B3:N4,A5:A10,B12:N13,A14:A16,B18:N19,B28:N2
3	2	4		523	8	B5:M9,B14:M16,B20:M26,B31:M36,B40:M46,B47
4	3	2		87	9	:L47,B51:B66,D51:M66 N5:N10,B11:N11,B17:N17,N20:N26,B27:N27,N37
5	4	3		72	7	,N40:N47,B48:N48,B67:N67 B10:M10,N14:N16,B30:M30,B37:M37,M47,C51:C
						66,N51:N66

Show Watch info*Show or hide Watch info on selection*

This keeps a dialog open that updates as you select cells.

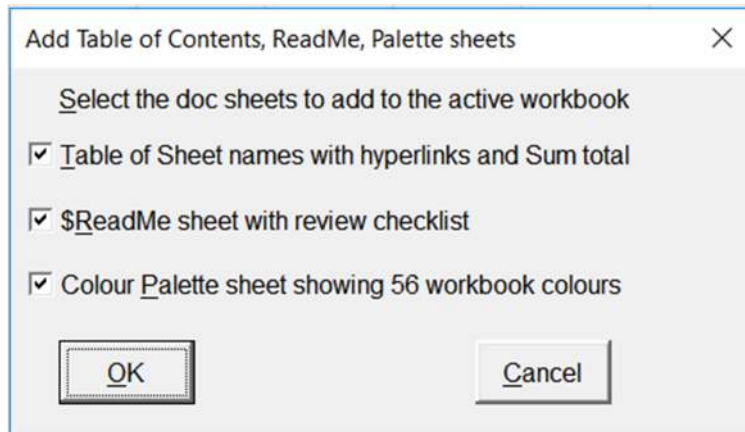
'Budget08!N30	
Full address	'Budget08!N30
Formula (len=13)	=SUM(B30:M30)
Value:Numeric (len=4)	5742
Style, Protection	Normal, Unlocked
NumberFormat	---
Alignment	Not aligned
Font	Arial, Color 0, ColorIndex -4105(Automatic)
Border	LineStyle -4142, Color 0, ColorIndex -4142(None)
Fill	Pattern -4142, Color 0, ColorIndex -4142(None)
Precedents:12	12 on this sheet
Dependents:1	1 on this sheet
In Name	Budget08!Print_Area
Conditional Format	
Data Validation	
Error Checks	Unlocked formula cell NumberFormat hides value
Comment	
Other information	
<div>Copy to Clipboard</div> <div>Close</div>	

It gives you a convenient summary of the cell without having to use many Excel menus to find all the settings that apply to it.

The button 'Copy to Clipboard' copies the text shown in the dialog to the clipboard so you can paste it into any audit record document that you are working on.

Add \$TOC, Readme, Palette

Add Table of Contents, Readme, and Palette sheets



The \$TOC Table of Contents lists sheets and a hash total of their cells. This total may be useful in quickly seeing if reference sheets have changed between versions.

	A	B	C	D	E	F	G	H
1	Sheet	Type	Sheet Tab Name	Visibility	Contents	Sum Total	Rows	Columns
2		1 Worksheet	Data	Visible	Client	8097426.755	73	15
3		2 Worksheet	Errors	Visible	A compendium of error values	#VALUE!	30	5
4		3 Worksheet	\$Readme	Visible	Read me first to understand this spreadsheet	0	25	5
5		4 Worksheet	Budget08	Visible	Budget for 2008	2777309.5	70	15
6		5 Worksheet	Transfer	Very Hidden	November 2008	63832	69	2
7		6 Worksheet	\$Palette	Visible	Palette	971439460	59	12
8		7 Worksheet	\$TOC	Visible				

If the workbook already has sheets named '\$TOC', '\$Palette', or '\$Readme', they will not be overwritten; another sheet will be added with a (1) suffix.

Start > XLTest Options

Options saved for use in XLTest sessions

The first two boxes list the strings that will be reported in the *Detailed Inspection* menu option if any are found in formulas.

The “speed” option restricts XLTest tests to up to the last row and column with data, rather than Excel’s used range which may be the entire sheet excessively formatted. You can turn off the option to “Check for Trust Access” if your group policy does not allow it.

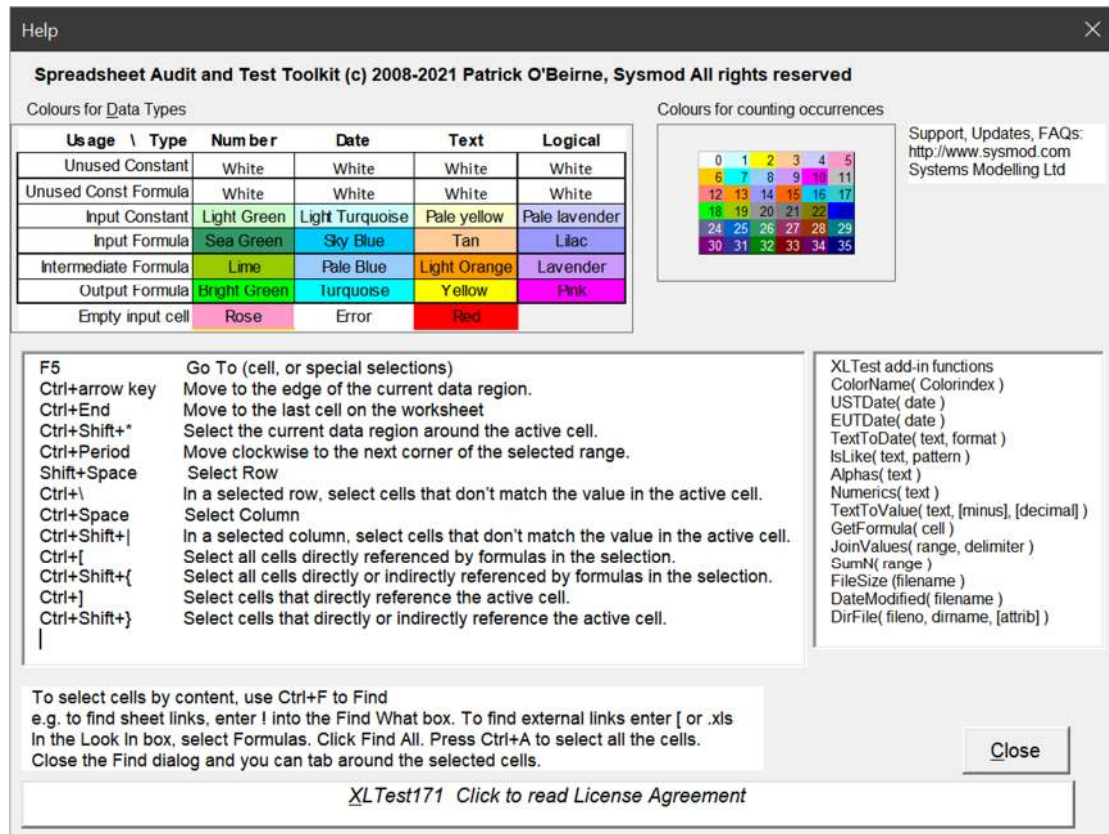
The Database connection string is used to specify where analysis results are to be saved to a database. The default is to save to an MS Access file XLTESTDB.ACCDB in the same folder as the XLTest add-in.

The two workbook properties (reported in the Scan Files analysis) give the date and time data stored by Excel internally in the workbook, rather than the filesystem date which may be changed when the file is copied to another device.

You can choose where to output XLTest debug messages and VBA profiler event trace output.

Start > Help / About XLTest*Help on colours and keyboard shortcuts*

This displays the form shown below. It is non-modal so you can move it around and keep it in view while you work.



The box on the right shows the functions in XLTest that are available for you to use in your own formulas, as long as the XLTest add-in is installed.

You can access the right-click shortcuts using the keyboard; the key looks like this:



Click the text box at the bottom to read the license agreement. It is also at the end of this document.

Start > Batch process

Batch test selected or all sheets

F:\DOCS\XLTest2016\Ex1Demo\EX1DEMO.XLS

☒ **Toggle All options**

☐ Active sheet 'Transfer'
☒ Process All 4 Worksheets

☒ Automatically unprotect protected worksheets

Place documentation worksheet in:

\$XT_(4) EX1DEMO.xlsx

☒ Create \$DOC sheet listing everything

☒ Create \$INF detailed error checks 16s

☒ Save copy of coloured workbook for each map

☒ Save separate listing workbook for each map

☒ Save results in database

User notes for audit record:

File unchanged since

☒ List Styles, Formats, Cond.Fmt. formulas 5s
☒ Colour Styles, Numberformats, Conditional formats from above lists
☒ List and colour distinct Formulas 8s
☒ List and colour Data Validation Formulas 5s
☒ Colour by Data Type 6s
☒ Colour by Protection Locked/Hidden 6s
 The following methods may be increasingly slower with large files and may take more than ten times the estimated time.
☒ Colour by Data Type and Usage 52s
☒ Colour by Precedents Location 52s
☒ Colour by Dependents Count 52s
☒ Colour by Dependents Location 52s

Estimated time for 2,433 cells in 4 Worksheets: 4 minutes

Time out any sheet after 10 minutes

OK Cancel

This runs all the tests in sequence on all the sheets in the current workbook. Each option shows a rough estimate in seconds or minutes of how long it will take. It saves some effort running each XLTest menu option in turn but cannot save you the effort of actually reading the results! It saves a copy of the workbook under test for each colour map with a name created from the test and the file name, e.g. for the “Formulas List” option it creates “#For EX1DEMO.XLS” for the coloured workbook and “\$For EX1DEMO.XLS” for the colour code sheets. It also offers the option of copying a picture of each coloured sheet into its documentation sheet as shown here:

[illegible]

It may not be possible to process large workbooks automatically as Excel may run out of memory. The last four tests can be extremely slow on large sheets. Therefore a timeout is applied to each sheet to keep the batch time within reasonable limits.

Workbooks are saved for each type of sheet produced:

Listing	Worksheets	Colour-coded copy workbook
Documentation	\$XT	
Formulas	\$For	#For
Data Validation	\$Val	#Val
Data Type	\$Typ	#Typ
Data Type & Usage	\$Use	#Use
Styles, Formats	\$Sty	#Sty
Protection Formats	\$Prf	#Prf
Precedents Location	\$PrL	#PrL
Dependents Location	\$DpL	#DpL
Dependents Count	\$DpC	#DpC

Because the folders for the saved copies are created in the same directory as the workbook, you need to have create permission in that directory – in other words, don't try this when the workbooks are on a CD or protected network location.

Test Cases menu

Introduction to Test Cases

XLTest can execute a set of test cases on a target workbook and stores the result of each test. You can use this for regression testing to verify that a new version performs the same as before, except of course for what you expect to have changed.

New Test Case Workbook

Create test case template

This creates a new workbook with a worksheet ready formatted with a test case skeleton for you to complete.

Test Case	Comment	Test Sheet	Test Cells	Test	Test Value
TestCase1	General comment	ActiveSheet			
TestCase1	Set range B1:B3 to value 2		B1:B3	: Value Only	2
TestCase1	Set A4 to 3 and format shown		A4	@ Value and Format	3.00
TestCase1	Test whether C21=21		C21	= Equals	21
TestCase1	Show value of expression, no test		=SUM(D1:D3)	No test	

Before change	Test Result	Type test	Format test	Value test	Errors

Test cases can contain multiple inputs and output checks.

Meaning of the TestCases sheet columns and entries

Test Case	Name of test case
Comment	Any text comment on the test
Test Sheet	If blank, defaults to last used active sheet
Test Cells	The address of the cell, range, or range name to be input or tested
Test	<p>The Test operation to be performed. Must be one of the following (only the first character is used)</p> <p>Blank or space the value of Test Cells is shown in Test Result but not checked against Test Value, which should also be left blank.</p> <p>: The Test Value is input into the Test Cells; the Test Result is expected to be the same as the input</p> <p>@ The Test Value <u>and</u> Format are copied into the Test Cells; the Test Result is expected to be the same</p> <p>+, -, *, / The Test value is added, subtracted, multiplied, or divided into the Test Cells</p> <p>= The internal value of Test Cells is tested for exact equality with the Test Value</p> <p>~ The display value of Test Cells is tested for equality with the Test Value display</p> <p><, >, #, Comparison is Less than, Greater than, Not equal to.</p>
Test Value	The value that you want compared to the Test Result; usually the expected result.
Before Change	For input Test Cells, this shows the value in the cell(s) before the Test Value was input
Test Result	The value of the Test Cells after the Test Value is input
Type test	A check that the data type of Test Value and Test Result are the same
Format test	A check that the cell format of Test Value and Test Result are the same
Value test	A check that the value of Test Value and Test Result are the same
Errors	Any errors found during test - for example data validation rules broken.

Run Test Cases

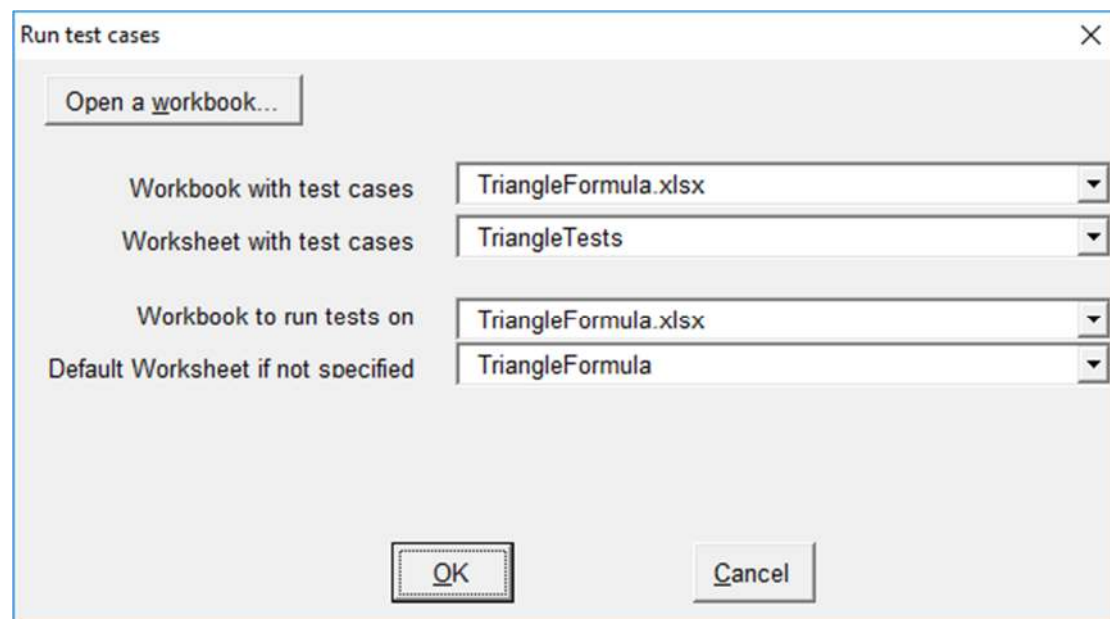
Apply test inputs and test results

This executes all the tests specified in the test worksheet.

XLTest first records the current value of the input cell in the Before Change cell. Then it inputs the Test value into the Test cells, which can be a single cell address, a range of cells or a range name. It records the actual content of the input cell in the Test Value cell. Then it reports whether the type, format, and value of the result cell are the same as specified in the Test Value cell.

As an exercise, open the demonstration TriangleFormula workbook supplied. This is a classical exercise in software testing: to test whether a function is returning the correct name for a type of triangle.

On the TriangleFormula sheet enter different values for the lengths of the three sides and decide whether you think the formula is correct. Then run the test cases contained in the TriangleTests worksheet and examine the results to see if there are some other conditions you could have tested. There are 99 test cases in this worksheet!



Tests to Scenarios

Convert XLTest cases worksheet to Scenarios

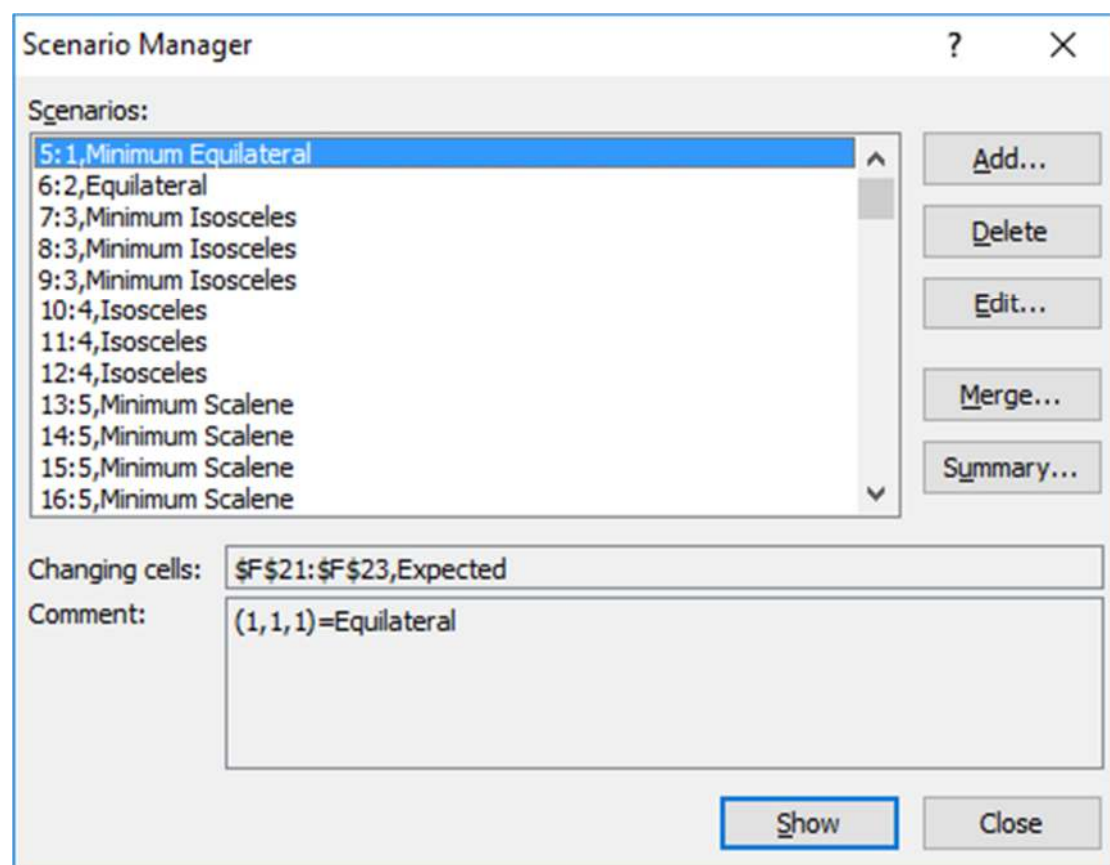
If you wish for any reason to create Excel Scenarios from XLTest cases, use this option.

Scenarios to Tests

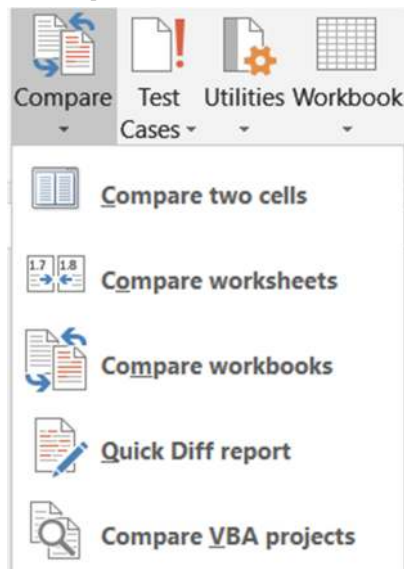
Convert Excel Scenarios to XLTest case worksheet

If you have a worksheet which has Excel Scenarios stored on it, use this option to convert them to XLTest test cases. The TriangleFormula sheet has 99 scenarios.

In the TriangleFormula workbook, activate the sheet 'TriangleFormula' and review the scenarios there (Data tab, What-If Analysis, Scenario Manager):



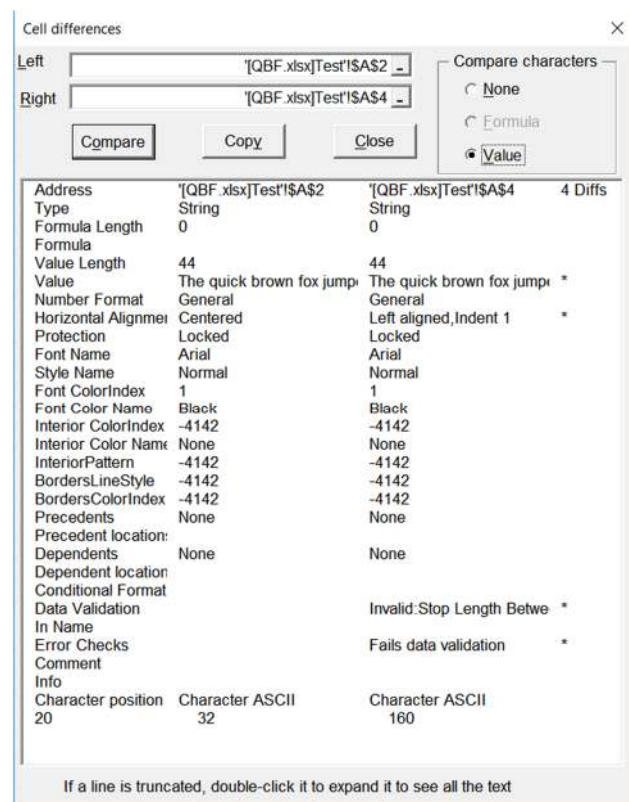
Compare Menu



Compare two Cells

Compare two cells in detail

Click the dropdown of the Left and Right boxes to select the cells to compare. This lists the cell properties and, if a 'Compare characters' option is selected, each character of the cell contents. The rightmost column has an asterisk where there is a difference. This helps locate formatting or spelling differences.



Compare worksheets

Compare two worksheets

You use this to find any differences in the cells, formulas, validation, and comments in two similar worksheets. As an exercise, we shall compare the Budget08 worksheet in EX1Demo.xls with the same named sheet in EX2Demo.xls. You could open them first in Excel, but we recommend using the dialog buttons which open a workbook read-only and without executing any Workbook_Open macros. Use 'Left file...' to open EX1Demo.xls and 'Right file...' to open EX2Demo.xls. Then in the Compare menu of XLTest, click Compare Worksheets, check the options are as shown, and click Compare. XLTest creates a new workbook named like "\$WSC(1) Book1.xlsx" with a sheet named "Worksheet Comparison", and you should save that before clicking 'Compare'.

The result of the comparison will be placed in a new workbook

Left file... EX1DEMO.XLS

Left sheet Budget08

Right file... EX2DEMO.XLS

Right sheet Budget08

Maximum no. of differences to report (max 999) 100

Comparison options:

- ☒ Colour cells that differ
- ☒ Formulas
- ☒ Formula results
- ☒ Input values
- ☒ Data types
- ☒ Data validation
- ☒ Conditional formats
- ☒ Cell comments
- ☐ Cell interior colour

Compare Cancel

If there are more differences than the number specified in the Maximum Differences box (100), XLTest will pause and ask you if you want to stop the comparison. Click No, as in this case there are 102 differences.

Cell values are compared both by value and by visible display text. It shows the differences in both R1C1 and A1 reference style.

	A	B	C	D	E	F	G	H
1	Sheet	Address	Difference	R1/Value EX1DEMO.XLS	R1/Value EX2DEMO.XLS	A1/Text EX1DEMO.XLS	A1/Text EX2DEMO.XLS	
43	'Budget08'	N14	Value	4703	4856	4703	4856	
44	'Budget08'	L15	Formula	=Transfer!RC[-10]	324	=Transfer!B15	324	
45	'Budget08'	L15	Value	324	324	324	324	
46	'Budget08'	L15	Validation result	False	True	False	True	
47	'Budget08'	L15	Validation Formula	> 0	Between 0 .. 1000	> 0	Between 0 .. 1000	
48	'Budget08'	N15	Value	6678	7002	6678	7002	
49	'Budget08'	L16	Formula	=Transfer!RC[-10]	104	=Transfer!B16	104	
50	'Budget08'	L16	Value	104	104	104	104	
51	'Budget08'	L16	Validation result	False	True	False	True	
52	'Budget08'	L16	Validation Formula	> 0	Between 0 .. 1000	> 0	Between 0 .. 1000	
53	'Budget08'	N16	Value	5693	5797	5693	5797	
54	'Budget08'	B17	Formula	=R[-3]C+R[-2]C+R[-1]C	=SUM(R[-3]C:R[-1]C)	=B14+B15+B16	=SUM(B14:B16)	
55	'Budget08'	C17	Formula	=R[-3]C+R[-2]C+R[-1]C	=SUM(R[-3]C:R[-1]C)	=C14+C15+C16	=SUM(C14:C16)	
56	'Budget08'	D17	Formula	=R[-3]C+R[-2]C+R[-1]C	=SUM(R[-3]C:R[-1]C)	=D14+D15+D16	=SUM(D14:D16)	
57	'Budget08'	E17	Formula	=R[-3]C+R[-2]C+R[-1]C	=SUM(R[-3]C:R[-1]C)	=E14+E15+E16	=SUM(E14:E16)	
58	'Budget08'	F17	Formula	=R[-3]C+R[-2]C+R[-1]C	=SUM(R[-3]C:R[-1]C)	=F14+F15+F16	=SUM(F14:F16)	

If the option was taken to colour the worksheets, the cells that are different are colour coded in the original workbooks as follows:

Comparison options:

☒ Colour cells that differ

☒ Formulas

☒ Formula results

☒ Input values

☒ Data types

☒ Data validation

☒ Conditional formats

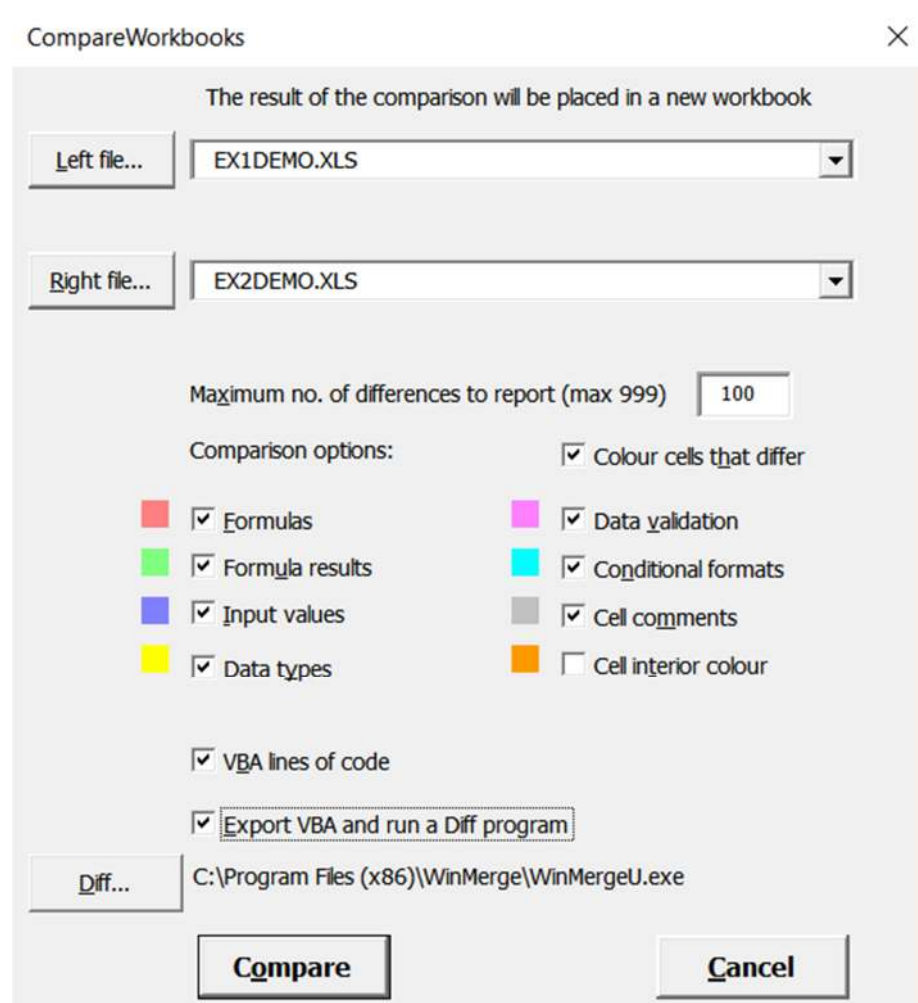
☒ Cell comments

☐ Cell interior colour

EX2DEMO.XLS [Read-Only] [Compatibility Mode]															
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Budget for 2008														
2															
3		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Check
4	Dept A														
5	Abrasive	411	668	760	484	367	849	575	233	977	135	941	407	6807	
6	Account	427	544	331	548	880	635	114	662	184	914	670	670	6579	
7	Actuator	381	967	239	500	574	703	84	564	390	387	964	437	6190	
8	Adhesive	828	540	241	179	740	546	748	942	969	976	214	485	7408	
9	Advertisi	494	567	191	700	325	343	758	374	900	648	445	811	6556	
10												255			
11	Total	2541	3286	1762	2411	2886	3076	2279	2775	3420	3060	3234	2810	33540	33540
12															
13	Dept D														
14	Bags	394	608	392	76	77	268	753	616	240	871	153	408	4856	
15	Barcode	352	644	714	982	692	239	711	894	377	616	324	457	7002	
16	Batteries	931	593	485	149	862	358	279	993	342	464	104	237	5797	
17	Total	1677	1845	1591	1207	1631	865	1743	2503	959	1951	581	1102	17655	35310
18															
19	Dept C														
20	Cables	398	172	471	924	803	242	422	219	431	859	184	989	6114	
21	Capacitor	9	861	550	581	547	28	616	234	251	476	500	982	5635	
22	Cassette	348	543	697	94	320	189	353	75	350	259	494	428	4150	
23	Ceramic	555	618	622	514	971	573	976	792	115	223	926	306	7191	
24	Chemical	527	456	259	927	933	892	856	93	294	409	321	586	6553	
25	Chipboard	927	150	853	160	767	868	104	399	642	553	264	162	5849	
26	Computer	46	328	805	150	174	109	126	306	419	923	474	79	3939	
27	Total	2810	3128	4257	3350	4515	2901	3453	2118	2502	3702	3163	3532	39431	39431
28															

Compare workbooks

Compare two workbooks (same named sheets)



This compares all the worksheets in the two workbooks selected. When you select this menu item, it first creates a report workbook (eg XLTEST_LOG.xlsx) with a sheet "Workbook Comparison" which you should save.

As an exercise, compare the files EX1Demo.xls and EX2Demo.xls. Do not use an Ex1Demo.xls file left open from previous exercises as it has been altered. Start with no workbook open. Use 'Left file...' to open EX1Demo.xls and 'Right file...' to open EX2Demo.xls. These buttons open a file read-only and without executing any Workbook_Open macros, which is recommended. If prompted for a password to unprotect a sheet, just click Ok for it to be done automatically.

XLTest also allows you to compare all the VBA code modules by exporting them to two directories created from the workbook name plus "_VBC" and then running a Diff utility, if you have one installed. Our recommended Diff utility is WinMerge, which is free. Use the [Diff...] button to select your preferred diff utility. Because the folders for the source code are created in the same directory as the workbook, you need to have create permission in that directory – in other words, don't try this when the workbooks are on a CD or protected network location.

Sample workbook comparison output:

Name	Type	Difference	F:\DOCS\XLTest2016\Ex1Demo\EX1DEMO.XLS	F:\DOCS\XLTest2016\Ex1Demo\EX2DEMO.XLS	
[Data]	Worksheet	Unprotected by ""		Unprotected by ""	
Errors	Worksheet				COMPARE:
Errors		Formulas			Formulas: Yes
Errors		Used Range	A1:E30	A1:D27	Data validation: Yes
Budget08	Worksheet				Input values: Yes
Budget08		Formulas		191	Cell comments: Yes
Transfer	Worksheet	Sheet4 is Not in Right file	Transfer		VBA lines of code: Yes
9		Sheet4 is Not in Left file			Export VBA and run a Diff program: Yes
10	Last save tm Document Properties	Value	15/09/2008 22:42:58	27/08/2008 11:27:07	Formula results: Yes
11	frmAddARec: UserForm	First diff at line 5	Option Explicit	Private Sub formload()	Data types: Yes
12	Module1	First diff at line 2	Option Explicit	Sub ShowForm()	Conditional formats: Yes
			Let MortPymt1 = (Slp1 - DnPynt1) * ((Rate1 / 12) * ((1 + Rate1 / 12) * (Time1 * 12))) / ((Rate1 / 12 + 1) * (Time1 * 12) - 1)	Let MortPymt1 = (Slp1 - DnPynt1) * ((Rate1 / 11) * ((1 + Rate1 / 12) * (Time1 * 12))) / ((Rate1 / 12 + 1) * (Time1 * 12) - 1)	Cell interior colour
13	Module7	First diff at line 68			
14	Sheet	Address	RC\Value EX1DEMO.XLS	RC\Value EX2DEMO.XLS	- A1:Text EX1DEMO.XLS
		Difference	2 Conditional Formats	2 Conditional Formats	
15	'Data'	B8	1) Stop < 14611 Interior.ColorIndex=45(Light Orange)	1) Stop < 14611 Interior.ColorIndex=45(Light Orange)	
16	Sheet	Address	2) Stop > 43831 Interior.ColorIndex=4(Bright Green)	2) Stop > 50000 Interior.ColorIndex=4(Bright Green)	
17	Errors	C7			- A1:Text EX1DEMO.XLS
18	Errors	C7	Input Value	1234.5678.9012.3456	
			Type	String	
19	Errors	B15	Formula	=VLOOKUP(RC12C,F:\DOCS\XLTest2016\Ex1Demo\3Errors.xls)Displays	=VLOOKUP(RC12C,F:\DOCS\XLTest2016\Ex1Demo\3Errors.xls)Displays
20	Errors	B16	Formula	=VLOOKUP(RC12C,F:\DOCS\XLTest2016\Ex1Demo\3Errors.xls)Displays	=VLOOKUP(RC12C,F:\DOCS\XLTest2016\Ex1Demo\3Errors.xls)Displays
21	Errors	B17	Formula	=VLOOKUP(RC12C,F:\DOCS\XLTest2016\Ex1Demo\3Errors.xls)Displays	=VLOOKUP(RC12C,F:\DOCS\XLTest2016\Ex1Demo\3Errors.xls)Displays
22	Errors	E19	Input Value	Total	Total
23	Errors	E19	Type	String	
24	Errors	B20	Formula	=VLOOKUP("Bell",F:\DOCS\XLTest2016\Ex1Demo\3Errors.xls)PriceList.2.FALSE)*100	=VLOOKUP("Bell",F:\DOCS\XLTest2016\Ex1Demo\3Errors.xls)PriceList.2.FALSE)*100
25	Errors	B20	Formula Result	1099	1234
			=SUM(F:\DOCS\XLTest2016\Ex1Demo\3Errors.xls)trunk1		

Winmerge screen shot:

Filename	Folder	Comparison result	Left Date	Right Date	Extension
Module7.bas		Text files are different	04/08/2016 14:43:33	04/08/2016 14:43:33	bas
frmAddARecord.frx		Binary files are different	04/08/2016 14:43:33	04/08/2016 14:43:33	frx
frmAddARecord.frm		Text files are different	04/08/2016 14:43:33	04/08/2016 14:43:33	frm
frmExplainFormulaDirectory.frx		Binary files are different	04/08/2016 14:43:33	04/08/2016 14:43:33	frx
frmExplainFormulaDirectory.frm		Text files are identical	04/08/2016 14:43:33	04/08/2016 14:43:33	frm
Module1.bas		Text files are different	04/08/2016 14:43:33	04/08/2016 14:43:33	bas
Sheet9.cls		Text files are identical	04/08/2016 14:43:32	* 04/08/2016 14:43:33	cls

1 item selected

Elapsed time: 13 ms

Double click on Module7.bas to see the code difference highlighted:

Location	Left	Right
66	Let Time1 = Range("time1").Value	Let Time1 = Range("time1").Value
67	Else	Else
68	End If	End If
69	Let MortPymt1 = (Slp1 - DnPynt1) * (((Rate1 / 12) * ((1 + Rate1 / 12) * (Time1 * 12))) / ((Rate1 / 12 + 1) * (Time1 * 12) - 1))	Let MortPymt1 = (Slp1 - DnPynt1) * (((Rate1 / 11) * ((1 + Rate1 / 12) * (Time1 * 12))) / ((Rate1 / 12 + 1) * (Time1 * 12) - 1))
70		
71		

Ready

Difference 1 of 1

Comparison Functions callable from your code

You can call the XLTest macros from your own VBA code. This can help you create regression test suites to automatically compare versions of workbooks. The syntax is:

```
CompareWorkbooks(LeftWorkbook, RightWorkbook,  
ComparisonOutputWorksheet, MaximumDifferences,  
ColorDiffs, CompareFormulas, CompareResults, CompareValues,  
CompareTypes, CompareValidations, CompareConditionalFormats,  
CompareComments, CompareVBACode)
```

The function returns the number of differences found as a Double.

LeftWorkbook and RightWorkbook can be either Workbook objects, or strings containing the name of an open workbook, or strings containing the full path and file name of a workbook to be opened. If ComparisonOutputWorksheet is Nothing, XLTest creates a new worksheet.

All arguments after the first three are optional. The default value for MaximumDifferences is 100, for the remainder is TRUE. The order of arguments is the same as the Comparison dialog.

Example

```
Debug.Print Application.Run("XLTest174.xlam!CompareWorkbooks",  
"C:\docs\Book1.xlsx", "C:\docs\Book2.xlsx").
```

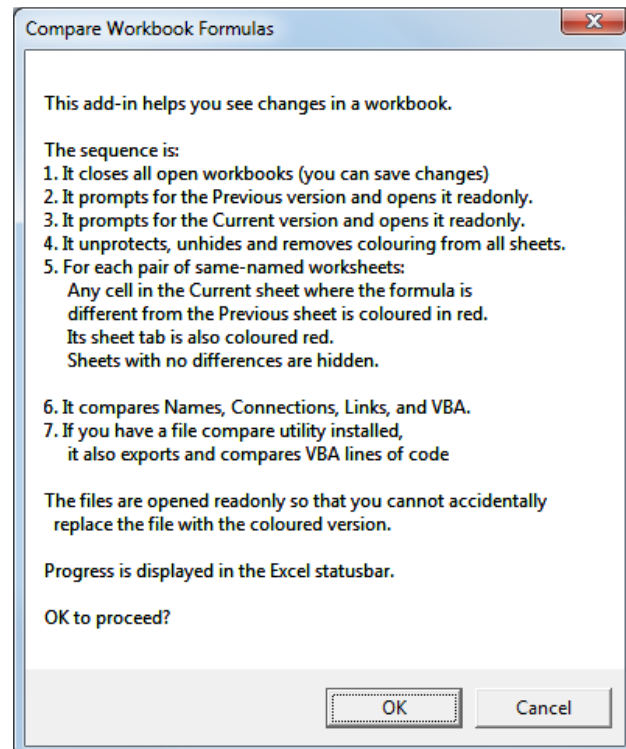
Similarly, there is a function to compare two worksheets:

```
CompareWorksheets(LeftWorksheet, RightWorksheet,  
ComparisonOutputWorksheet, MaximumDifferences, ColorDiffs,  
CompareFormulas, CompareResults, CompareValues, CompareTypes,  
CompareValidations, CompareConditionalFormats,  
CompareComments)
```

The function returns the number of differences found as a Double.

Quick Diff report

This is a fast comparison that takes a simple approach which may be suitable for quick comparisons between versions of a workbook. For this reason, it refers to the first file opened as the Previous version, and the second file as the Current version.



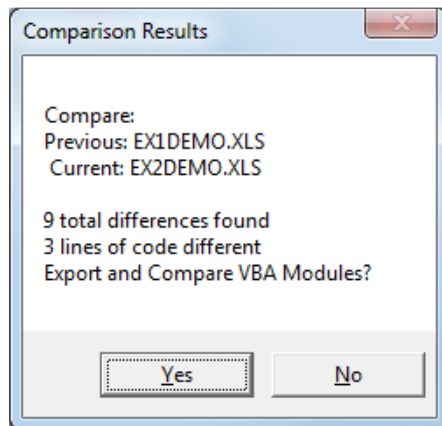
The differences are coloured in red in the Current version.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Dept A													
Abrasives	411	668	760	484	367	849	575	233	977	135	941	407	6807
Accounting	427	544	331	548	880	635	114	662	184	914	670	670	6579
Actuators	381	967	239	500	574	703	84	564	390	387	964	437	5695
Adhesives	828	540	241	179	740	546	748	942	969	976	214	485	7408
Advertising	494	567	191	700	325	343	758	374	900	648	445	811	6556
Air brakes	115	95	288	816	578	920	102	936	725	64	255	369	5263
Total	2541	3286	1762	1916	2886	3076	2279	2775	3420	3060	3234	2810	33045
Dept B													
Bags	394	608	392	76	77	268	753	616	240	871	153	408	4856
Barcodes	352	644	714	982	239	711	894	377	616	324	457		7002
Batteries	931	593	485	149	862	358	279	993	342	464	104	237	5797
Total	1877	1845	1591	1207	1631	865	1743	2503	959	1951	581	1102	17655

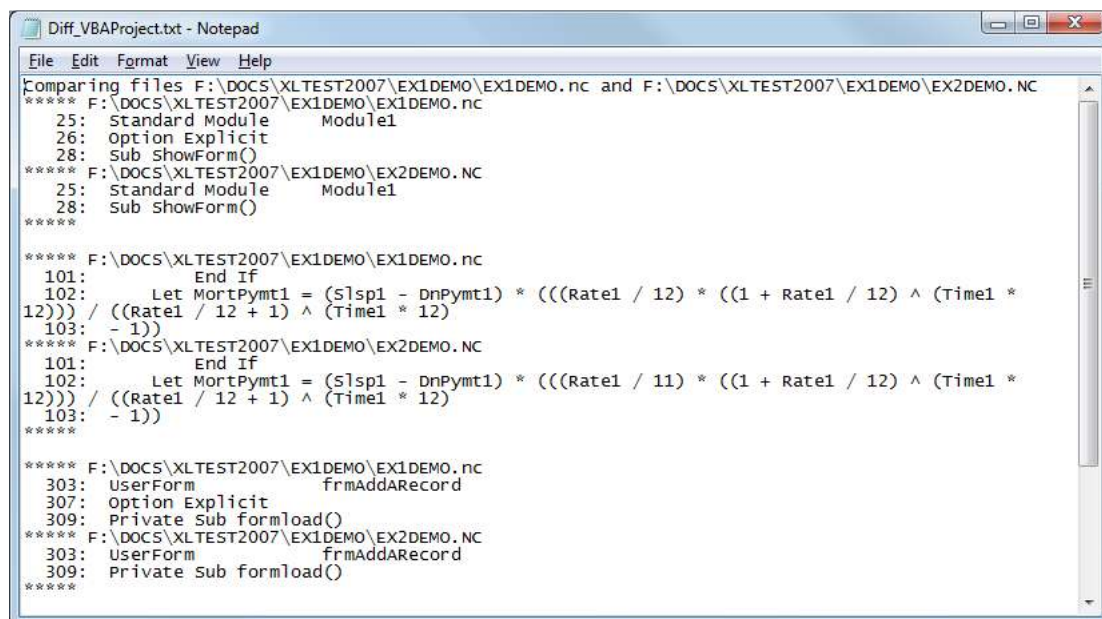
And summarised on a sheet:

Object	Name	EX1DEMO.XLS	EX2DEMO.XLS	Comparison
Cells	Errors		8	Changed
Cells	Budget08		72	Changed
Sheets	PayNoAttention		Sheet2	Added
Sheets	Transfer	Sheet2		Deleted
Module	frmAddARecord	[Line 4]Option Explicit	[Line 4]	Changed
Module	Module1	[Line 1]Option Explicit	[Line 1]	Changed
Module	Module7	[Line 67] Let MortPymt1 = (Slsp1 - DnPymt1)	[Line 67] Let MortPymt1 = (Slsp1 - DnPymt1)	Changed
Linksources	F:\DOCS\POBSSQA\errors.xls		F:\DOCS\POBSSQA\errors.xls	Added
Linksources	F:\DOCS\XLTest2007\Ex1demo\Ex1demo\errors.xls		F:\DOCS\XLTest2007\Ex1demo\errors.xls	Deleted

At the end you are asked if you want to compare the VBA modules:



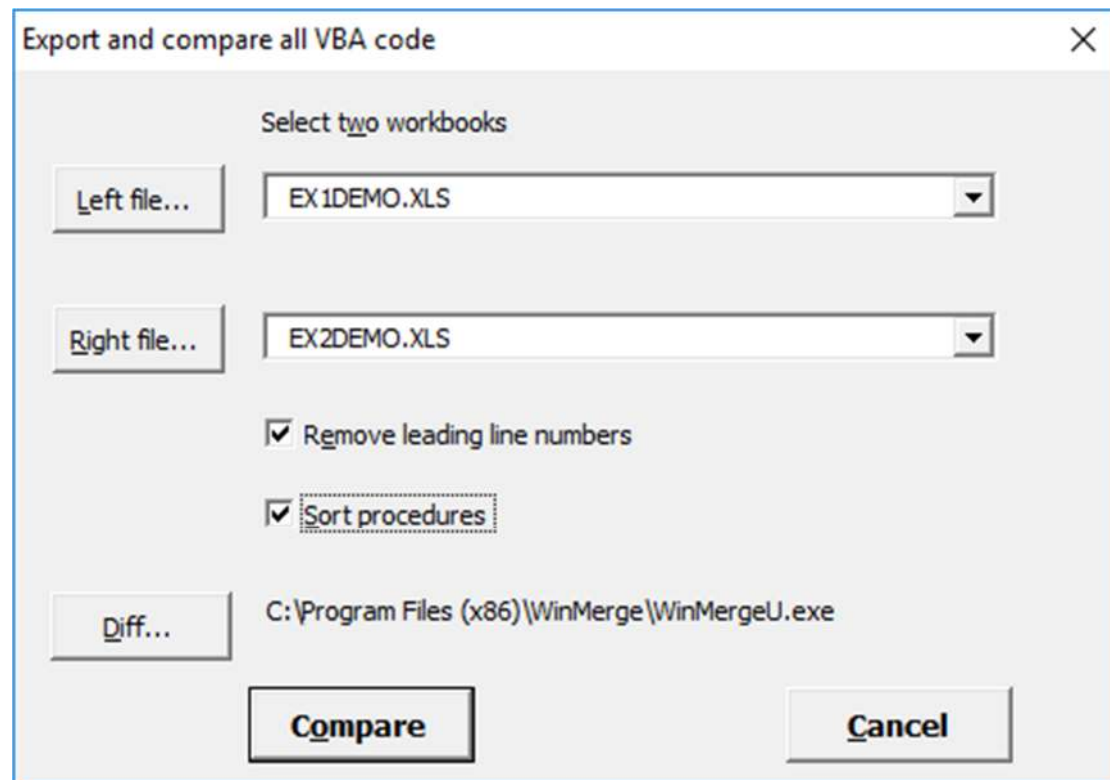
This outputs all the VBA code to one file for each workbook called eg Ex1Demo.nc and those two files are then compared. XLTest will use WinMerge if it finds it in the standard Program Files folder, otherwise it will use the DOS FC.EXE program which produces this kind of output in a file Diff_VBProject.txt :



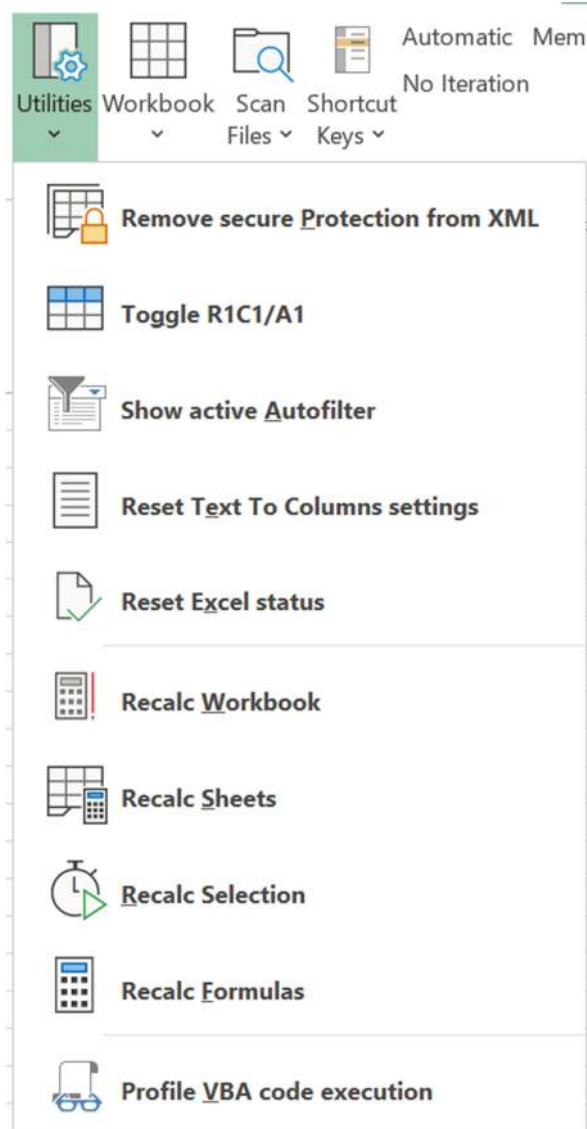
Compare VBA

This exports the two VBProjects to text files, one single text file per project, with the procedures sorted alphabetically, and runs Winmerge to compare them, as above. When you select this menu command it creates a temporary workbook to record the names of the files being compared.

If the code has been line numbered and one version renumbered differently, it may be useful to remove the leading line numbers to permit comparing just the code changes.



For an example of WinMerge output, see the Compare Workbooks menu item above.

Utilities Menu**Remove secure protection from XML***Remove workbook and worksheet protection*

This strips out the workbook and worksheet passwords from the XML content of a workbook. It works on a closed file, not one open in Excel. It must be an OpenXML workbook such as .XLSX or .XLSM. It does not bypass the file open password, only the structure protection passwords. It replaces the original file so be sure you have a backup of the original in case any error happens.

Toggle R1C1 / A1

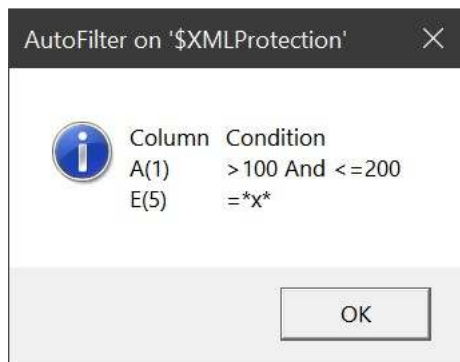
This toggles the display style of Excel between the normal A1 style where the column headings are letters to the numeric style where the columns are numbered and the cell references are in Row number & Column number style, where R1C1 is the same as A1. It is a slightly shorter action than the Excel menu File > Options > Formulas > R1C1 Reference Style.

	A	B	C
7	Actuators	381	967
8	Adhesives	828	540
9	Advertising	494	567
11	Total	2656	3381

	1	2	3
7	Actuators	381	967
8	Adhesives	828	540
9	Advertising	494	567
11	Total	2656	3381

Show active Autofilter

If the active sheet has an Autofilter, this shows the criteria in a simple message box. This may not work if there are many criteria applied.



Reset Text to Columns settings

Reset Excel's Text to Columns parsing

When you convert Text to Columns, Excel remembers the settings and applies them to the next Paste operation. That can result in the pasted text being split up in a way that you do not want. This option resets the settings to the default.

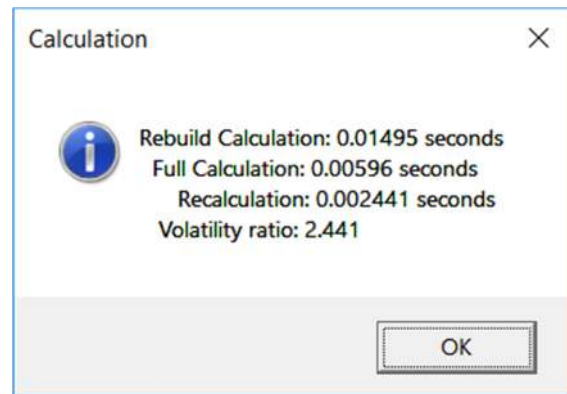
Reset Excel status

If XLTest is interrupted by an error, it may leave Excel in a manual calculation state and with some message on the status bar. This resets it to the default state.

Recalculate Workbook / Sheets / Selection / Formulas

These menu items recalculate the workbook selectively and report the timings. It is based on public domain code from Charles Williams on the Microsoft web site.

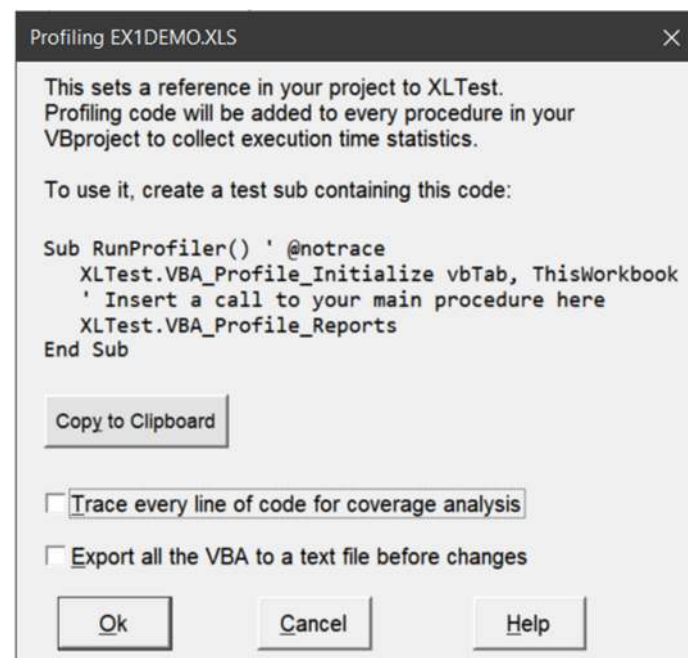
<https://docs.microsoft.com/en-us/office/vba/excel/concepts/excel-performance/excel-improving-calcuation-performance>



Profile VBA code execution

Add tracing calls to profile VBA performance

This collects timing data on procedure calls, to produce profile statistics reports. It adds a one-line call to each procedure; and optionally to every line of code. It adds a reference to XLTest to collect the statistics on the calls.



Click the Help button to learn more.

You can opt to export all the VBA to a text file before making the changes. This is just for your record, it is not used in this process. The tab-delimited text file is named from your workbook name suffixed with `_VBA_BEFORE.TXT`

It adds a line like the following to every procedure in the project, unless its declaration line contains a comment '@notrace

```
Dim P_ As Object: Set P_ = XLTest.New_Profiler():  
P_.Start 12345, "modulename", "procname"
```

When the procedure exits and the variable `P_` goes out of scope, the profiler adds one to the number of calls of this procedure and the length of time it took to run. The resolution of the timer is about a microsecond (1 μ s).

If you checked code coverage in the form, it inserts a call at the beginning of every executable line like this:

```
P_.O 12345&:
```

In the examples above 12345 is a unique line number in the project, corresponding to lines in the coverage file.

Finally you need to manually edit your code to insert a test sub to initialize the profiler, call the starting procedure, and then produce reports:

```
Sub RunProfiler() ' @notrace  
    XLTest.VBA_Profile_Initialize vbTab, ThisWorkbook  
    ' Insert a call to your main procedure here  
    XLTest.VBA_Profile_Reports  
End Sub
```

If the first parameter of `VBA_Profile_Initialize` is a delimiter such as a tab character (`vbTab`) or a comma (","), then every `P_.Start` sends the parameters to the debug logging output, separated by that character. The log output is set in XLTest Options, usually as either `OutputDebugString` (c. 20 μ s) or `Event Tracing events` (c. 1 μ s each). You can watch and capture that output using `DebugView` from `SysInternals` or `TraceSpy` from `Simon Mourier`. I use `TraceSpy` because it is faster than `DbgView` and did not miss any output in fast tests. To be sure that `TraceSpy` can keep up with the output, do not use `Auto-Scroll`. To have no data sent to the debug output, specify "" for the delimiter.

The profiling report is a tab-delimited file named after your workbook plus “_VBA_PROFILE.TXT”. It gives the procedure name, number of times it was called, and the total time in seconds spent in that procedure, both including and excluding the time for the procedures it calls. For example:

Module.Proc	Count	Inclusive time	Exclusive time	Average time	Index
usercode.Main	1	7.9249538	1.5243795	1.5243795	1
usercode.subrecurse	3	0.7719876	0.4008644	0.133621467	2
usercode.sub2	2	4.0001536	7.64E-04	3.82E-04	3
usercode.sub3	6	5.9989464	5.9989464	0.9998244	4

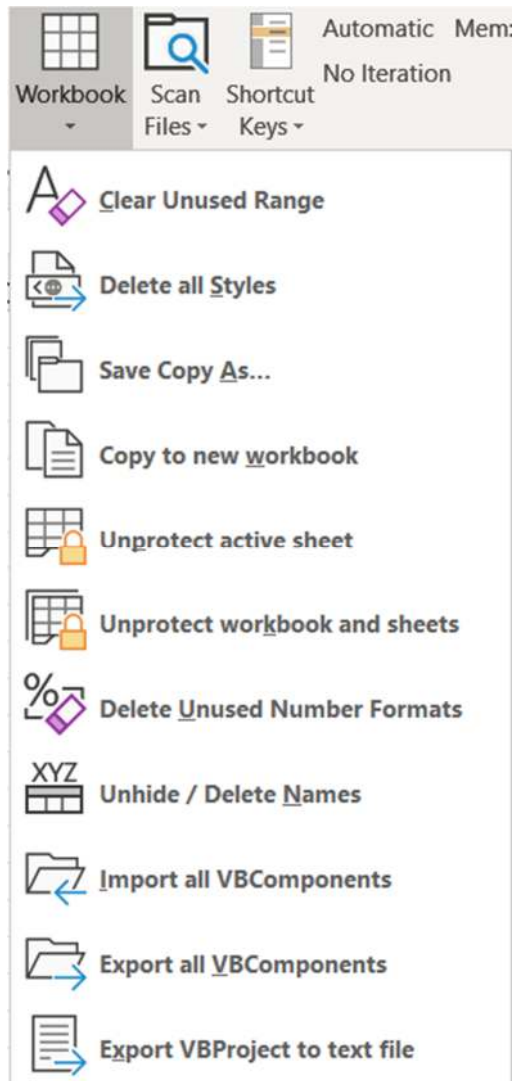
The report columns are:

A Module.Proc	Module name and procedure name
B Count	Number of times the procedure was called
C Inclusive time	Execution time of this procedure and all those it calls
D Exclusive time	Execution time within this procedure only
E Average time	The average run time of the procedure, the exclusive time divided by the count of calls
F Index	A sequence number

If you also selected code coverage analysis, a workbook is created with one sheet containing the contents of the _VBA_COVERAGE.TXT file with an extra column added to show the number of times a line of code was executed and the execution time of each line in microseconds.

If you lose the original workbook, you can remove the profiling code by doing a Search, use Pattern matching, and Replace All with nothing for these Find What strings:

```
Dim P_ *
P_O *&:
```

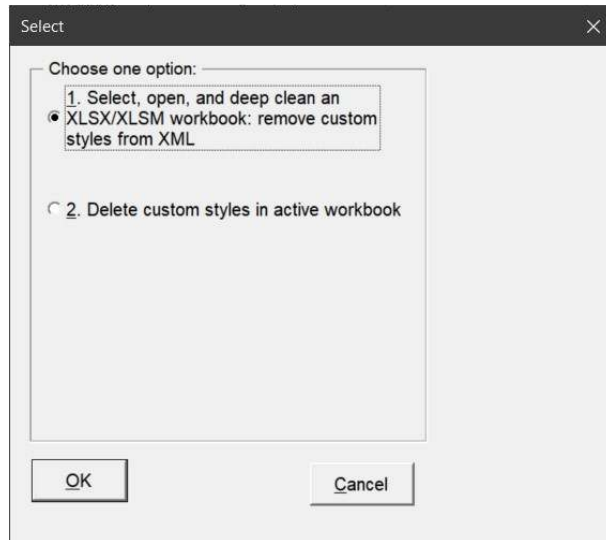
Workbook Menu**Clear Unused Range**

Reset Excel's used range

Excessive formatting can cause a worksheet to have a larger used range (as shown by Ctrl+End in Excel) than the range occupied by data. This option clears cells to the right of and below the data range. When you then save the workbook that should reset the Excel used range.

Delete All Styles

Remove excessive styles



Styles often become duplicated when copying from one workbook to another, leading to possibly thousands of unwanted styles; that reduces workbook stability.

The first option is a deep cleaning method that deletes the non-builtin styles from the styles.xml component of xlsx or xlsx files. Excel may warn of unreadable content when you open the file after this. Because this carries the risk of corrupting the workbook, it creates a backup file.

The second option is used only when the workbook is already open; it may fail to remove styles with corrupted names.

Save Copy As...

Save a copy of the workbook

This saves a copy of the active workbook under another name, without changing the name of the workbook in memory. It is useful in keeping copies of a file for documentation purposes while still keeping the current file name which might be linked to from XLTest documentation sheets.

Copy to new workbook

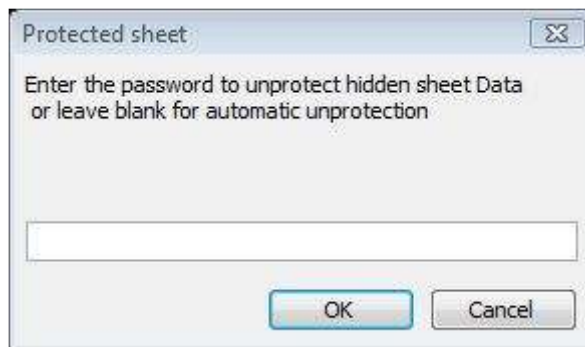
Copy all sheets to a new workbook

This creates a cleaner copy of the open workbook by copying all the sheets and VBA to a new workbook. It usually results in a smaller file with no excess range names or styles. If you get a “Compatibility Checker” warning with Excel 2003 files, you can turn it off by unchecking the box “Check compatibility when saving this workbook”. If it contains external links, you may be prompted to update values; you can cancel that dialog if the source file is missing. Excel copies only the values of What-If Data Tables, not the {TABLE()} array formula.

Unprotect active sheet

Remove active sheet protection

This can be used to remove the sheet protection set by the Excel command “Protect Worksheet” when you do not know the password. It should unprotect the sheet in a minute or two.



The password found is shown. It is not the real password, merely one that happens to match Excel's encoding of the original:



Unprotect workbook and sheets

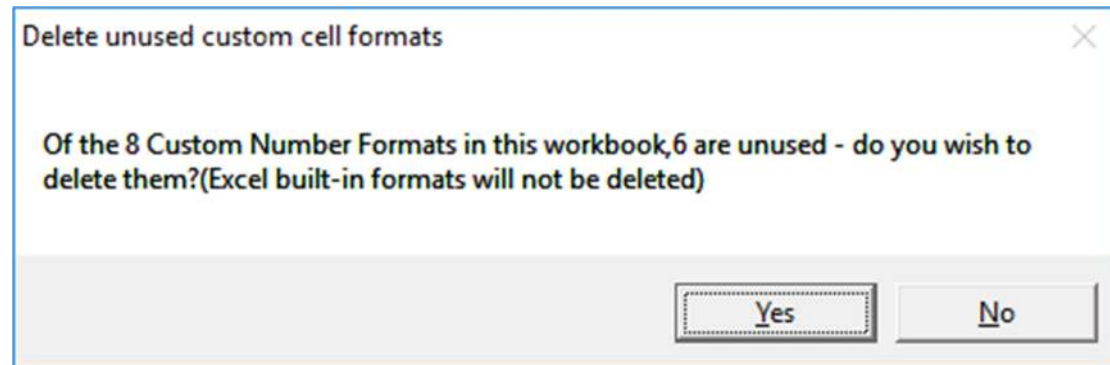
Remove workbook structure protection

This is similar to “Unprotect sheet” but removes the workbook structure protection set by the Excel command “Protect Workbook”

Delete Unused Number Formats

Delete custom formats not used on any sheet, from active workbook

This helps you tidy up a workbook with too many formats. It exports the formats from the workbook XML, identifies the custom formats, searches for them being in use in any sheet, and deletes any formats not found to be in use.



Unhide / Delete Names

This allows you to see names normally hidden from Excel's name manager, and to delete names that contain #REF in their formula.



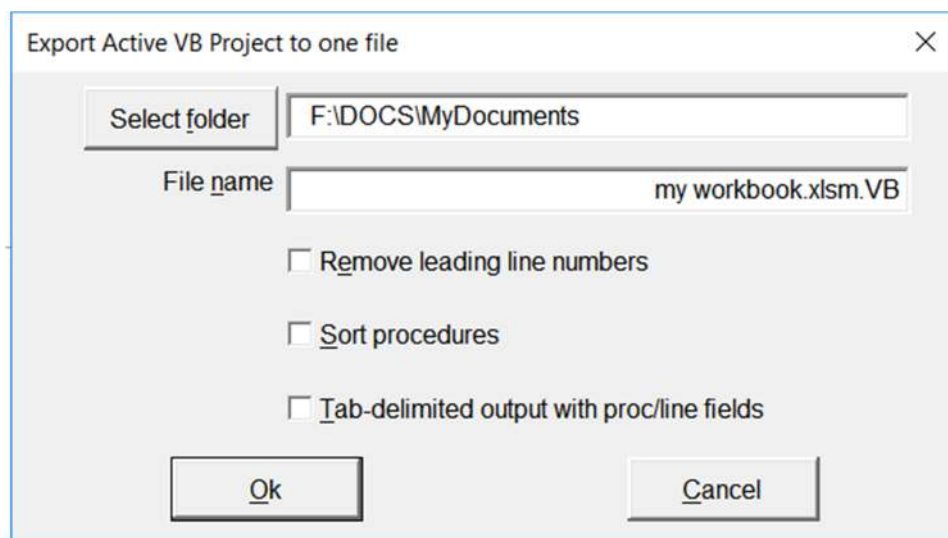
Import all VB Components

You are asked to select a folder to import all VB Components from. Select one, and all the .bas (module), .cls (class), and .frm (form) files in the folder are imported into the current workbook's VB project, replacing any of the same name already there.

Export all VB Components

You are asked to select a folder to export all VB Components to. Select one or click "New Folder" in the dialog to create one, and all the modules, classes, and forms in the current workbook's VB project are saved there.

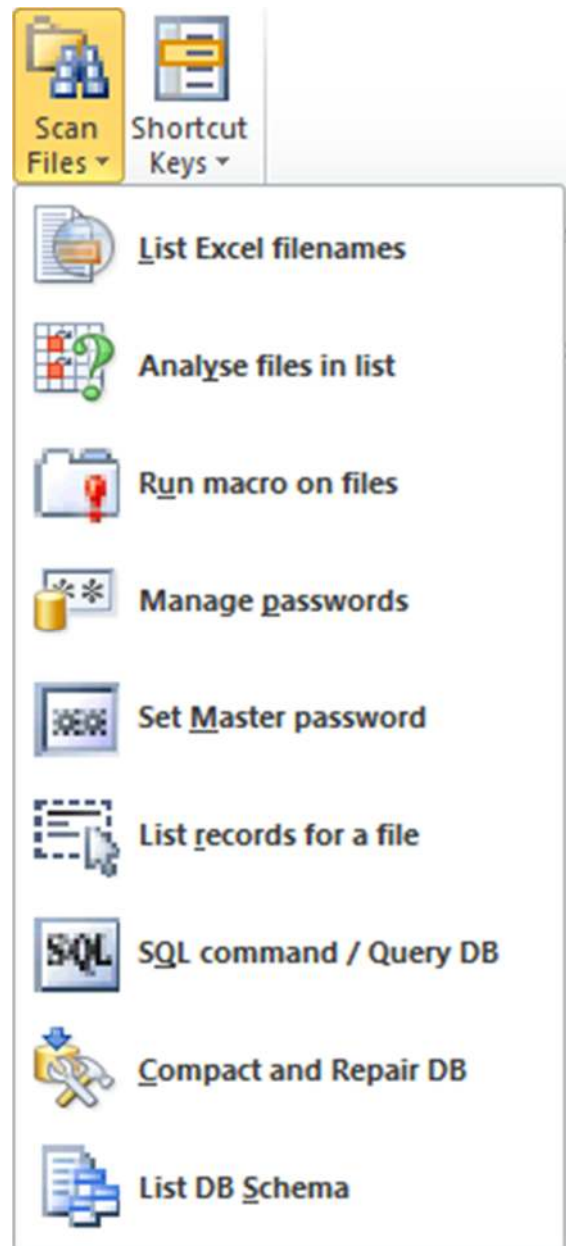
Export VBProject to text file



This creates one text file containing all the VBA code from your project. It is the same as that used in the Compare VBA routine. The Tab-delimited output is used in the VBA Profiling feature.

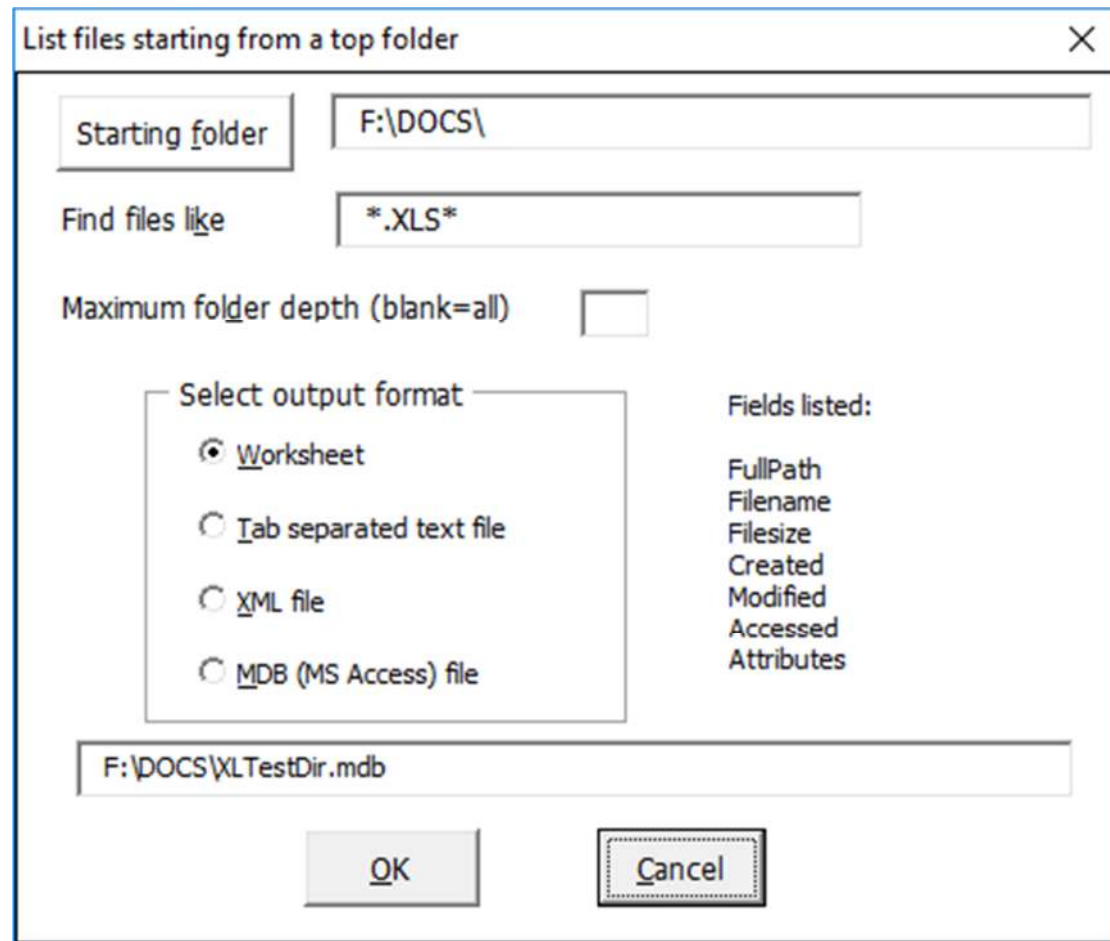
Scan Files menu

List and process folders of Excel spreadsheets



List Excel filenames

List Excel files to a new worksheet

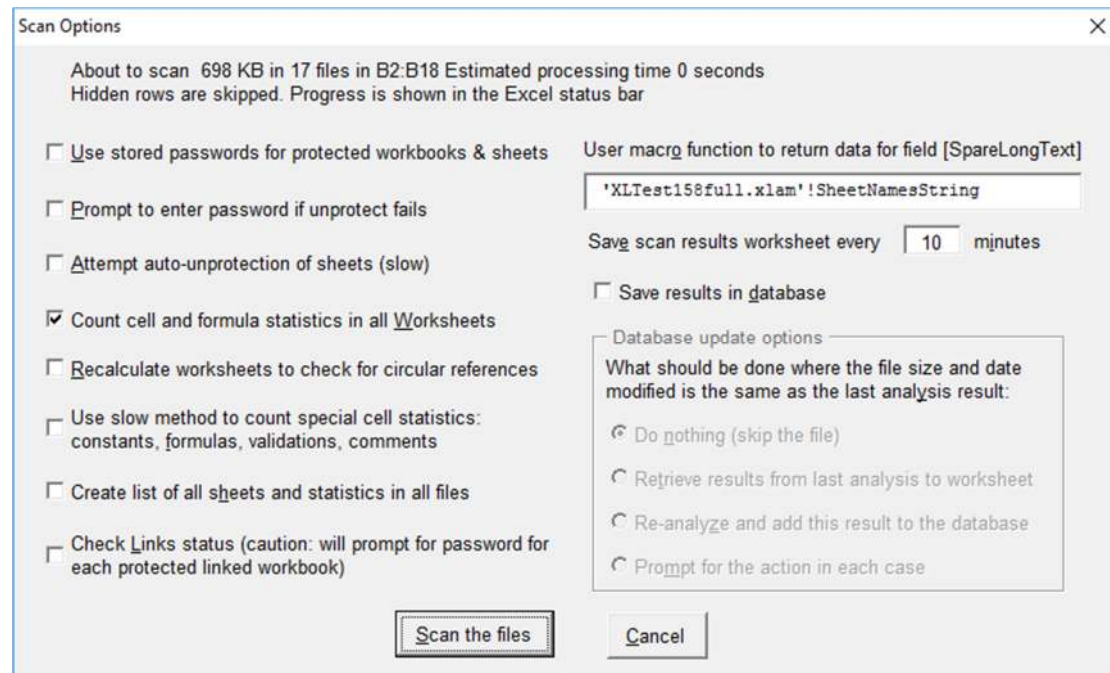


This creates the specified output file with a list of the files found whose extension matches the pattern. The filename shown for worksheet output is in fact an Access MDB file used as a temporary storage before the final output is sent to a sheet. The MDB-only output is recommended if there are more than a million files to be found, because of the 1048576 row limit in Excel.

	A	B	C	D	E	F	G	H
1	Directory	FileName	Size	Created	Accessed	Modified	Attributes	ID
2	F:\DOCS\XLTest2010\Ex1Demo\	#Cof(1) EX1DEMO.XLS	159,744	2016-08-01 19:05:39	2016-08-01 19:05:39	2016-08-01 19:05:40 A		1
3	F:\DOCS\XLTest2010\Ex1Demo\	#Cof(2) EX1DEMO.XLS	163,840	2016-08-02 12:01:21	2016-08-02 12:01:21	2016-08-02 12:01:23 A		2
4	F:\DOCS\XLTest2010\Ex1Demo\	#DpC(1) EX1DEMO.XLS	147,456	2015-11-10 14:41:00	2015-11-10 14:41:00	2015-11-10 14:41:02 A		3
5	F:\DOCS\XLTest2010\Ex1Demo\	#DpC(2) EX1DEMO.XLS	207,360	2016-08-01 19:06:17	2016-08-01 19:06:17	2016-08-01 19:06:18 A		4
6	F:\DOCS\XLTest2010\Ex1Demo\	#DpL(1) EX1DEMO.XLS	136,704	2015-11-10 14:40:53	2015-11-10 14:40:53	2015-11-10 14:40:54 A		5
7	F:\DOCS\XLTest2010\Ex1Demo\	#DpL(2) EX1DEMO.XLS	191,680	2016-08-01 19:06:08	2016-08-01 19:06:08	2016-08-01 19:06:10 A		6

Analyse files in list

Analyse selected range of Excel file names



The option to "Use stored passwords" is available when the "Manage Passwords" button has been used to save Workbook Open passwords in an encrypted file to help automatic processing.

The "Save results in database" option is available when the database exists and is configured using the connection string in XLTest Options.

If you check "Use slow method to count special cell statistics" that gives extra information at the cost of more time.

As well as populating the "XLScan" sheet with statistics, this also creates a "ScanLinks" sheet listing the external links in the files. This can be used to show what interdependencies exist among the workbooks.

The macro function box is a way to specify extra processing for each file. The example "SheetNamesString" returns a list of sheet names delimited by slash characters. You can specify your own macro that you wish to run on each file. Be aware that if that macro throws an untrapped error, processing may halt at that point.

XLScan columns

FullName	PropertyName1
Name	PropertyValue1
Size	PropertyName2
Created	PropertyValue2
Accessed	FirstEntry
Modified	Found_In_VBA
Attributes	nExcelLinks
FileFormat	LinkSources
ScanMsg	nAllLinks
ScanTime	nTotLinkFormulas
Options	CalcVersion
AuditDate	nWBSet
Updated	WBSettings
Deleted	nNames
UserID	nSheets
UserNotes	nWorksheets
Drive	nModules
ShareName	nForms
Directory	nClasses
Author	nLines
Last_Author	nWSSet
Last_Print_Date	WSSettings
Title	Found_In_Formulas
Company	Found_In_Values

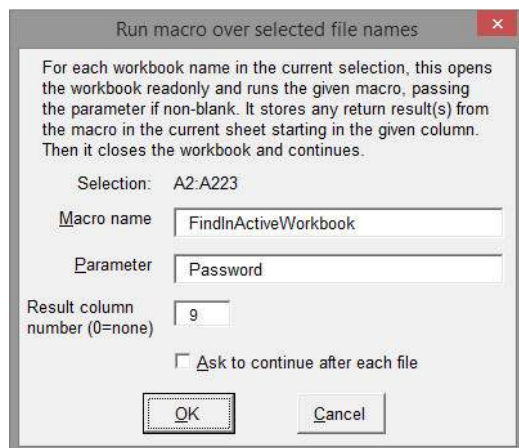
ScanLinks columns

nValidations	LinkNo
nDVCells	WBFullName
nFormatConditions	WBDrive
nCFCells	WBShareName
nComments	WBDirectory
nConstants	WBName
nConstantErrors	WBModified
nNumbers	ObjectType
nFormulas	ObjectName
nFormulaErrors	ObjectSubType
nDistinctFormulas	LinkLocation
nUsedCells	LinkSource
nObjects	LinkFullName
MaxCol	LinkDrive
MaxRow	LinkShareName
nArrayFormulas	LinkDirectory
MaxLenFormula	LinkName
MaxComplexity	LinkRelativePath
nTotComplexity	LinkFileExists
Scoring	LinkModified
SpareText	LinkInf
SpareLongText	
ID	
nStyles	

Table of columns in the results sheets**Run macro on files**

Run a macro on each of the workbooks in a column of file names

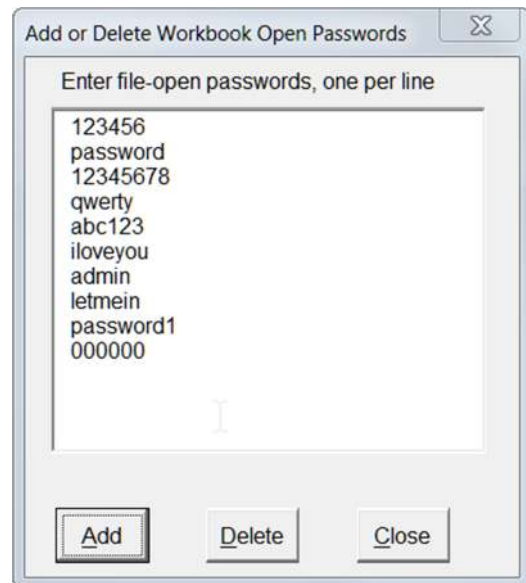
To specify your own macro, prefix it with the workbook name, eg
 Personal.xls!MyMacro



Manage passwords

Manage workbook open passwords

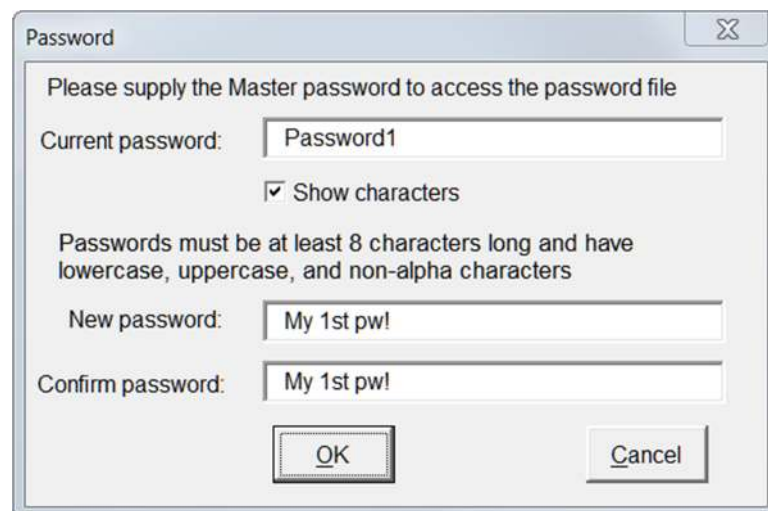
This maintains a list of passwords that will be tried in succession to open workbooks which have password protection. There is no association of any specific workbook to a given password. You cannot view existing passwords, only add to them or delete specified ones. By the way the examples shown in the picture are from lists of the top ten worst passwords! Passwords to unprotect worksheets are stored unencrypted in a file XLTestPasswords.tsv. These text files are saved in the same folder as the add-in.



Set Master Password

Set Master Password, initialise password file

The first time this option is taken, it creates a file "XLTestPasswords.txt" in the same folder as the XLTest add-in. Its contents are encrypted. On subsequent times that you take this option, you can change the password:



List records for a file

Prompt for a filename and list its database records

In the Select File dialog, select the file. If there are any records in the database for it, they are listed on a new worksheet. The Audit sheet lists the summary information from when Scan Files was run.

SQL Command / Query DB

Issue a SQL command to the database

In the dialog, enter any SQL command to report on the audit results. For example:

```
SELECT fullname FROM audit WHERE name LIKE 'exldemo%'
```

The database schema is shown below. The Audit table contains the summary information. The Results table contains one record for each test performed. There is no predefined report in XLTest for this information. Apart from using the SQL command to query it, you could also design reports in Access if you wish.

For example, to query for all the workbooks that link to an add-in named 'inventory.xla', you could use:

```
SELECT *  
FROM Results INNER JOIN Audit ON Results.Auditid = Audit.ID  
WHERE (((Results.Item)='Link') AND ((Results.TextValue) Like  
'*inventory.xla'));
```

List DB schema

List the schema of a Jet/Access file

You are prompted to select an MDB or ACCDB file. This creates a list of tables and fields in that database.

The SQL type is that used in the ADO driver. The DataTypeEnum is defined at [https://msdn.microsoft.com/en-us/library/ms675318\(v=vs.85\).aspx](https://msdn.microsoft.com/en-us/library/ms675318(v=vs.85).aspx)




























The Column Flags are documented under DBCOLUMNFLAGS at [https://msdn.microsoft.com/en-us/library/ms716934\(v=vs.85\).aspx](https://msdn.microsoft.com/en-us/library/ms716934(v=vs.85).aspx)

Schema of XLTest database

Table	Column	Access Type	Position	SQL Type	Column Flags	Size	Nullable
Audit	FullName	Text	1	130	106	255	TRUE
Audit	Name	Text	2	130	106	255	TRUE
Audit	Size	Double	3	5	122		TRUE
Audit	Created	Date	4	7	122		TRUE
Audit	Accessed	Date	5	7	122		TRUE
Audit	Modified	Date	6	7	122		TRUE
Audit	Attributes	Text	7	130	106	255	TRUE
Audit	FileFormat	Text	8	130	106	255	TRUE
Audit	ScanMsg	Text	9	130	106	255	TRUE
Audit	ScanTime	Double	10	5	122		TRUE
Audit	Options	Text	11	130	106	255	TRUE
Audit	AuditDate	Date	12	7	122		TRUE
Audit	Updated	Date	13	7	122		TRUE
Audit	Deleted	Date	14	7	122		TRUE
Audit	UserID	Text	15	130	106	255	TRUE
Audit	UserNotes	Text	16	130	106	255	TRUE
Audit	Drive	Text	17	130	106	255	TRUE
Audit	ShareName	Text	18	130	106	255	TRUE
Audit	Directory	Text	19	130	106	255	TRUE
Audit	Author	Text	20	130	106	255	TRUE
Audit	Last_Author	Text	21	130	106	255	TRUE
Audit	Last_Print_Date	Text	22	130	106	255	TRUE
Audit	Title	Text	23	130	106	255	TRUE
Audit	Company	Text	24	130	106	255	TRUE
Audit	PropertyName1	Text	25	130	106	255	TRUE
Audit	PropertyValue1	Text	26	130	106	255	TRUE
Audit	PropertyName2	Text	27	130	106	255	TRUE
Audit	PropertyValue2	Text	28	130	106	255	TRUE
Audit	FirstEntry	Text	29	130	106	255	TRUE
Audit	Found_In_VBA	Memo	30	130	234	0	TRUE
Audit	nExcelLinks	Integer	31	3	122		TRUE
Audit	LinkSources	Memo	32	130	234	0	TRUE
Audit	nAllLinks	Integer	33	3	122		TRUE
Audit	nTotLinkFormulas	Double	34	5	122		TRUE
Audit	CalcVersion	Double	35	5	122		TRUE
Audit	nWBSet	Integer	36	3	122		TRUE
Audit	WBSettings	Memo	37	130	234	0	TRUE
Audit	nNames	Integer	38	3	122		TRUE
Audit	nSheets	Integer	39	3	122		TRUE
Audit	nWorksheets	Integer	40	3	122		TRUE
Audit	nModules	Integer	41	3	122		TRUE
Audit	nForms	Integer	42	3	122		TRUE
Audit	nClasses	Integer	43	3	122		TRUE
Audit	nLines	Integer	44	3	122		TRUE
Audit	nWSSet	Integer	45	3	122		TRUE
Audit	WSSettings	Memo	46	130	234	0	TRUE

Audit	Found_In_Formulas	Memo	47	130	234	0	TRUE
Audit	Found_In_Values	Memo	48	130	234	0	TRUE
Audit	nValidations	Double	49	5	122		TRUE
Audit	nDVCells	Double	50	5	122		TRUE
Audit	nFormatConditions	Double	51	5	122		TRUE
Audit	nCFCells	Double	52	5	122		TRUE
Audit	nComments	Double	53	5	122		TRUE
Audit	nConstants	Double	54	5	122		TRUE
Audit	nConstantErrors	Double	55	5	122		TRUE
Audit	nNumbers	Double	56	5	122		TRUE
Audit	nFormulas	Double	57	5	122		TRUE
Audit	nFormulaErrors	Double	58	5	122		TRUE
Audit	nDistinctFormulas	Double	59	5	122		TRUE
Audit	nUsedCells	Double	60	5	122		TRUE
Audit	nObjects	Double	61	5	122		TRUE
Audit	MaxCol	Integer	62	3	122		TRUE
Audit	MaxRow	Integer	63	3	122		TRUE
Audit	nArrayFormulas	Double	64	5	122		TRUE
Audit	MaxLenFormula	Integer	65	3	122		TRUE
Audit	MaxComplexity	Integer	66	3	122		TRUE
Audit	nTotComplexity	Double	67	5	122		TRUE
Audit	Scoring	Integer	68	3	122		TRUE
Audit	SpareText	Text	69	130	106	255	TRUE
Audit	SpareLongText	Memo	70	130	234	0	TRUE
Audit	ID	Integer	71	3	90		FALSE
Audit	nStyles	Integer	72	3	122		TRUE
Results	AuditID	Integer	1	3	122		TRUE
Results	Item	Text	2	130	106	255	TRUE
Results	Name	Text	3	130	106	255	TRUE
Results	ItemIndex	Text	4	130	106	255	TRUE
Results	TextValue	Memo	5	130	234	0	TRUE
Results	AltText	Memo	6	130	234	0	TRUE
Results	DataType	Integer	7	3	122		TRUE
Results	Number	Double	8	5	122		TRUE
Results	Counter	Integer	9	3	122		TRUE
Results	Location	Memo	10	130	234	0	TRUE
Results	Flag	Text	11	130	106	1	TRUE
Results	ExtendedInfo	Memo	12	130	234	0	TRUE
Results	Report	Text	13	130	106	4	TRUE
Results	ColorIndex	Integer	14	3	122		TRUE
Results	Timestamp	Date	15	7	122		TRUE
Results	ID	Integer	16	3	90		FALSE

Shortcuts Keys menu

As it appears in the Ribbon menu	As it appears with a right-click on a cell
<p>Data Review XLTest View</p> <p>Automatic Mem:396MB</p> <p>No Iteration</p> <p>Shortcut Keys ▾</p> <p> 1 Copy Formula</p> <p>ABC  2 Copy Text</p> <p> 3 Copy Address</p> <p> 4 Operate on selection</p> <p> 5 Go To Reference</p> <p> 6 Flag active cell</p> <p> 7 Select from Active Cell</p> <p> 8 Select Formula region</p> <p> 9 Selection in names</p> <p> 0 Jump to bottom right</p> <p> [Show Precedent formulas</p> <p>] Show Dependent formulas</p> <p> V Filter \$DB_ by this item</p> <p> Refresh right-click menu</p>	<p> 1 Copy Formula</p> <p> 2 Copy Text</p> <p> 3 Copy Address</p> <p> 4 Operate on selection</p> <p> 5 Go To Reference</p> <p> 6 Flag active cell</p> <p> 7 Select from Active Cell</p> <p> 8 Select Formula region</p> <p> 9 Names containing selection</p> <p> 0 Jump to bottom right</p> <p> [Show Precedent formulas</p> <p>] Show Dependent formulas</p> <p> V View \$DB_ filtered by this</p>

Copy Formula

Copy formula in current display style (A1 or R1C1) from active cell to Windows clipboard.

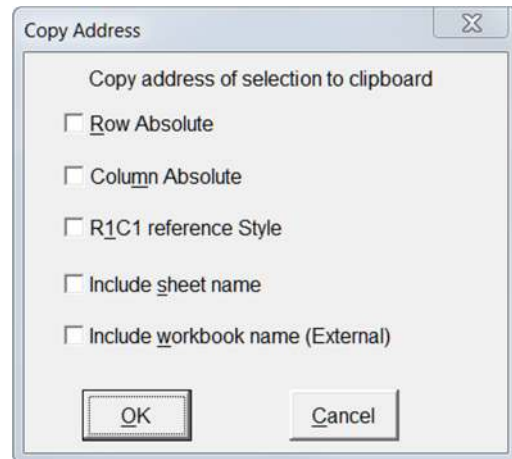
Copy Text

Copy text from active cell to clipboard.

This can be used to copy values into other applications without the line terminator that Ctrl+C adds.

Copy Address

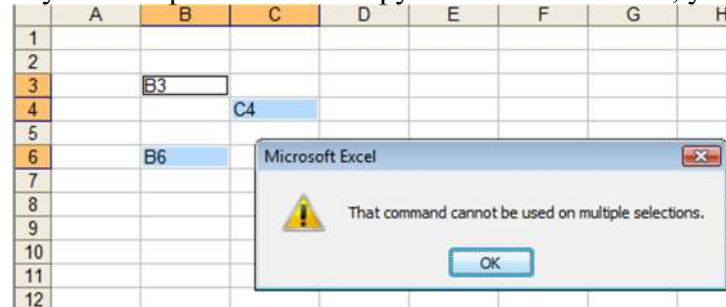
You can select how much detail in the address to copy:



Operate on selection

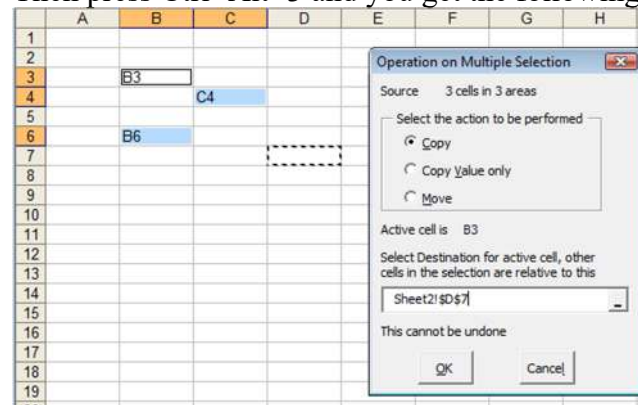
This provides options to copy or move multiple selections, which Excel does not do.

If you attempt in Excel to copy the selection shown, you receive an error message:



Example: select B3, C4, B6 and press Tab to make the first cell (B3) the active cell.

Then press Ctrl+Alt+3 and you get the following dialog:




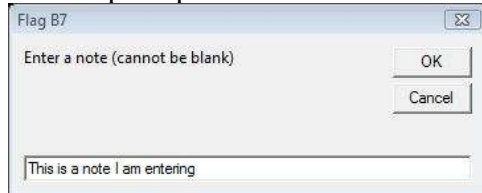
Click in the Destination box and then click on D7, then click OK. Now the multiple selection is copied, starting with B3 being copied to D7, and the rest relative to that.

Go To Reference*Go to the address in the cell*

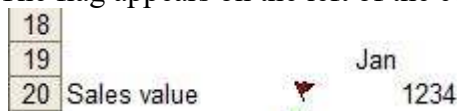
This selects the range referred to by the hyperlink or address in the active cell.

Flag active cell

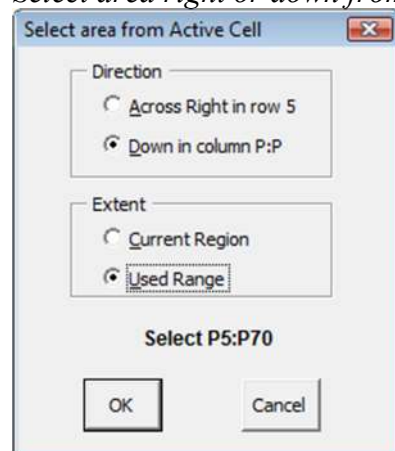
This places a flag  on the cell for a table of contents
You are prompted for a note to save with the flag:



The flag appears on the left of the cell:



The flagged cell locations and notes are listed by the WB/WS documentation menu item.

Select from Active Cell*Select area right or down from active cell*

This can select the current row, or column, of the current region of the cell (the area bounded by blank rows and columns) or of the entire used range of the sheet starting at the active cell. When this is selected, you might wish to format the cells, or copy the active cell's formula (fill right is Ctrl+R, fill down is Ctrl+D).

Select Formula Region

This selects the cells with the same formula (in relative R1C1 terms) in the current region. It helps you to check that the formula is copied to the correct region.

Names Containing Selection

This shows you which defined names refer to a range that includes the current selection.



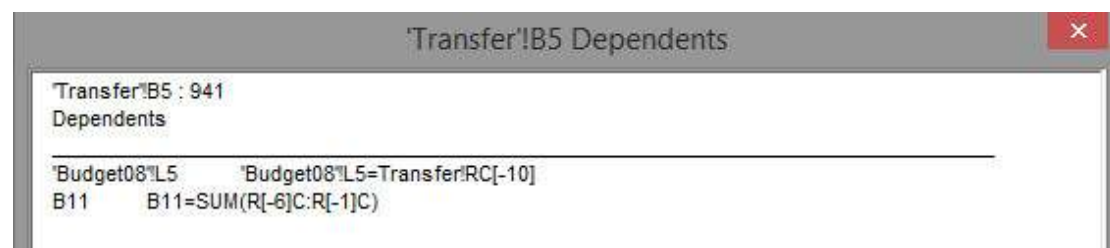
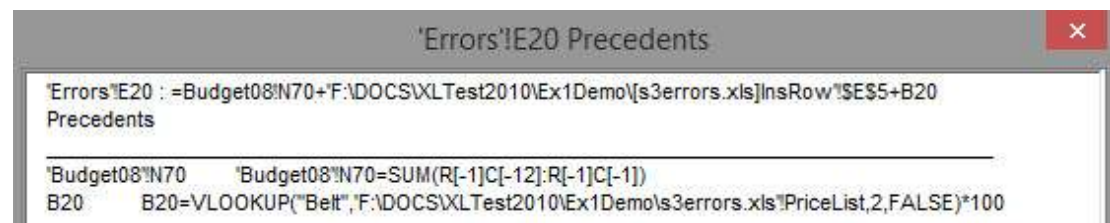
Jump to Bottom Right

Goes to the intersection of the last row and the last column with any data.

Show Precedent Formulas

Show Dependent Formulas

These display a dialog showing the address of the active cell, the first 300 characters (up to approximately 4 lines) of its formula, and a list of the unique formulas in the precedent or dependent ranges. They can be useful for tracking the logic of calculations.



View \$DB_ filtered by this item

For the sheets \$Names and \$Styles, this filters the \$DB_ sheet to show only the detailed results, the references to the item in the active row of the sheet. This helps you see where Names and Styles are used.

For \$Links, it filters the \$WSXref sheet list "Used by".

User defined Functions

XLTest provides these functions for use in your spreadsheets.

Function	Description	Example
ColorName(Colorindex)	Return color name from index	=ColorName(1)
USTDate(date)	Convert text mm/dd/yyyy or mm-dd-yyyy to a date	=USTDate("12/1/2008")
EUTDate(date)	Convert text dd/mm/yyyy or dd-mm-yyyy to a date	=EUTDate("12/1/2008")
TextToDate(text, format)	Convert text to date specifying order and delimiter	=TextToDate("08-02-09","mdy-")
IsLike(text, pattern)	True if text matches Pattern regular expression	=IsLike("abc@def.ghi","*@*.???")
Alphas(text)	Returns alphabetic characters in text	=Alphas(B5)
Numerics(text)	Returns numeric characters in text	=Numerics(K5)
TextToValue(text, [minus], [decimal])	Converts text to number, optional negative and decimal symbols	=TexttoValue("12.3-")
GetFormula(cell, refstyle)	Returns formula of a cell. Default 1=A1, else R1C1	=GetFormula(K9,1)
JoinValues(range, delimiter)	Concatenates range to a delimited text string	=JoinValues(G2:G15,",")
SumN(range)	Sums non-formula cell values excluding dates, text, errors	=SumN(A1:K10)
FileSize (filename)	Returns size of a file given its name	=FileSize("test103.csv")
DateModified(filename)	Returns modified date of a file given its name	=DateModified("somefile.xlsx")
DirFile(fileno, filespec)	Returns the file name in the given position in a folder. Wildcards allowed.	=DirFile(1,".Version*.xlsx") =DirFile(2,"C:\dir*.*)

Book: 'Spreadsheet Check and Control' cross-reference

47 key practices to detect and prevent errors

Patrick O'Beirne, 2005, ISBN 190540400X

Systems Publishing, Tara Hill, Gorey, Co. Wexford, Ireland

CATEGORY: 1 Design		
<i>Skill set: 1.1 Specification</i>		
1.1.1	Define spreadsheet specifications.	Use \$ReadMe sheet \$DOC sheet lists file properties
1.1.2	Use cell comments and descriptions to list sources and assumptions.	Use \$ReadMe sheet \$DOC sheet lists table of contents
1.1.3	Be explicit about conventions, methods, functions, formats, and policies.	Use \$ReadMe sheet \$APP sheet lists application settings
<i>Skill set: 1.2 Security</i>		
1.2.1	Make regular secure backups of spreadsheet and related files.	Use Save Copy As
1.2.2	Maintain separately saved versions of spreadsheets in development.	Use Save Copy As
1.2.3	Understand the security limitations of password protection.	XLTest can bypass worksheet protection passwords
1.2.4	Use passwords of at least 8 mixed case, non-alphanumeric characters.	\$DOC sheet lists passwords
CATEGORY: 2 Input		
<i>Skill set: 2.1 Set-up</i>		
2.1.1	Simplify long formulas and use named ranges.	\$DOC sheet lists defined names
2.1.2	Isolate constants into their own cells.	\$INF sheet lists cells with embedded constants
2.1.3	Identify units of measure and conversion calculations.	Use \$ReadMe sheet
2.1.4	Understand the "precision as displayed" setting.	\$DOC sheet lists settings
2.1.5	Understand and use manual, automatic calculation.	\$DOC sheet lists settings
CATEGORY: 3 Calculation		
<i>Skill set: 3.1 Fundamentals</i>		
3.1.1	Understand the order of precedence of mathematical operators.	n/a
3.1.2	Remove circular references.	\$DOC sheet lists circ refs
3.1.3	Identify array (matrix) formulas.	\$INF sheet lists arrays
<i>Skill set: 3.2 Error Identification</i>		
3.2.1	Identify missing input values.	Colorize Data Types & Usage to show blank input cells in pink
3.2.2	Identify cells with missing dependents.	Colorize Data Types & Usage to show final formulas, visual check
3.2.3	Use information functions: ISERROR, ISNA.	Inspect sheet to list error values
3.2.4	Suppress display of #DIV/0! values.	Inspect sheet to list error values
<i>Skill set: 3.3 Error Correction</i>		
3.3.1	Correct relative, absolute and mixed cell references.	Colorize Formulas to discover inconsistent patterns

3.3.2	Identify and correct error values indicated by # signs.	Inspect sheet to list error values
3.3.3	Correct inconsistencies in a pattern of formulas.	Colorize Formulas to discover inconsistent patterns
3.3.4	Correct mistakes in totals caused by inserting, deleting rows and columns.	Colorize Dependents to discover cells omitted from total formulas
3.3.5	Correct grand totals that double-count subtotals.	Colorize Dependents to discover cells double-counted in formulas
3.3.6	Correct mismatched cross-check totals.	Colorize Formulas to discover inconsistent patterns
3.3.7	Correct mistakes created by incorrect use of automatic sum feature.	Colorize Dependents to discover cells omitted from total formulas
3.3.8	Replace linking by cell address with linking by range name between files.	\$DOC sheet lists links
3.3.9	Recognise link references and understand problems caused by changes in linked files.	\$DOC sheet lists links
3.3.10	Modify a lookup function to return an exact, approximate value.	n/a
3.3.11	Sort a list that is used for an approximate match in a lookup function.	n/a
CATEGORY: 4 Outputs		
<i>Skill set: 4.1 Appropriate Display</i>		
4.1.1	Reveal data hidden by formatting.	Inspect sheet to reveal same font & fill colours. Use Colour by Formats to check for consistency.
4.1.2	Understand difference between format decimals and ROUND.	n/a
4.1.3	Correct cell content of incompatible data type such as numbers entered as text.	Colorize Data Types to discover inconsistent patterns of input data
4.1.4	Correct a cell range incorrectly sorted by one column.	n/a
4.1.5	Correct database range in a worksheet to get correct query output.	n/a
4.1.6	Correct database criteria.	n/a
<i>Skill set: 4.2 Charts</i>		
4.2.1	Modify chart layout so that all data series are clearly visible.	n/a
4.2.2	Modify the scale of chart axes to clarify chart output.	n/a
4.2.3	Modify chart type to clearly express the meaning of data.	n/a
CATEGORY: 5 Review		
<i>Skill set: 5.1 Testing</i>		
5.1.1	Create and run test cases covering all logic paths.	Use Test Cases features, or Excel Scenarios
5.1.2	Verify outputs by using a different calculation method.	n/a
5.1.3	Unhide formulas, rows, columns, worksheets.	\$DOC sheet lists hidden rows, columns, and worksheets

5.1.4	Show all formulas in a worksheet.	Ctrl+` toggle
5.1.5	Inspect all formulas in a worksheet.	Inspect sheet button
<i>Skill set: 5.2 Data Integrity</i>		
5.2.1	Use IF function to test if cell contents are within defined parameters.	n/a
5.2.2	Use conditional formatting to highlight specific data attributes.	Colorize Conditional Formatting to discover irregular patterns
5.2.3	Set data validation criteria.	Colorize Data Validation to discover irregular patterns
Appendix A: Microsoft Excel error checking		\$INF sheet lists cells failing Excel error checks
Appendix B: MS Excel Keyboard Shortcuts		Help key lists common shortcuts
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