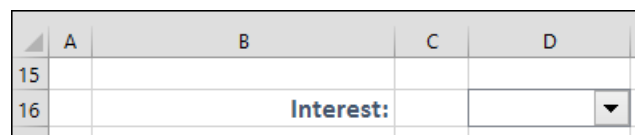
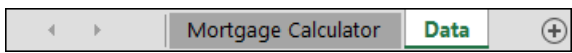


Lesson 9-2: Add a combo box control to a worksheet form

- 1 Open *Mortgage Calculator-2* from your sample files folder (if it isn't already open).
- 2 Delete the contents of cell D16.
- 3 Remove the black border from cell D16.
 1. Select cell D16.
 2. Click: Home→Font→Borders→No Border.
- 4 Place a combo box control in cell D16.
 1. Select cell D16.
 2. Click: Developer→Controls→Insert→Form Controls→Combo Box (Form Control).
 3. Hold down the <Alt> Key. This will make the control fit perfectly in the cell.
 4. Click just inside the top left border of cell D16 and drag to just inside the bottom right border.
 5. Release the mouse button.

The control is inserted into the cell (and fits perfectly).



- 5 Create a new worksheet called *Data* to provide interest rate data from 2% to 15% in increments of 0.5%.
 1. Create a new worksheet called *Data*.
 
 2. Select the *Data* worksheet.
 3. Type: **Interest Rates** into cell A1.
 4. Type: **2.0%** into cell A2.
 5. Type the formula: **=A2+0.5%** into cell A3.
 6. AutoFill cell A3 into cells A4:A28.
- 6 Format cells A2:A28 so that only one decimal place is shown.
 1. Select cells A2:A28.
 2. Click: Home→Number→Decrease Decimal.

| | A | B |
|---|----------------|---|
| 1 | Interest Rates | |
| 2 | 2.0% | |
| 3 | 2.5% | |
| 4 | 3.0% | |

Mortgage Calculator-2

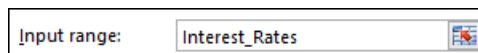
7 Create a range name for the interest rate values in cells A2:A28.

Range names were extensively covered in: *Session Four: Using Names and the Formula Auditing Tools*.

1. Select cells A1:A28.
2. Click: Formulas→Defined Names→Create from Selection.
3. Click OK.

8 Set the combo box's *Input Range* to reference the interest rate data.

1. Select the *Mortgage Calculator* worksheet.
2. Right-click inside the combo box control.
3. Click *Format Control...* on the shortcut menu.
4. Select the *Control* tab.
5. Click in the *Input Range* box.
6. Type **Interest_Rates** into the *Input Range* box.

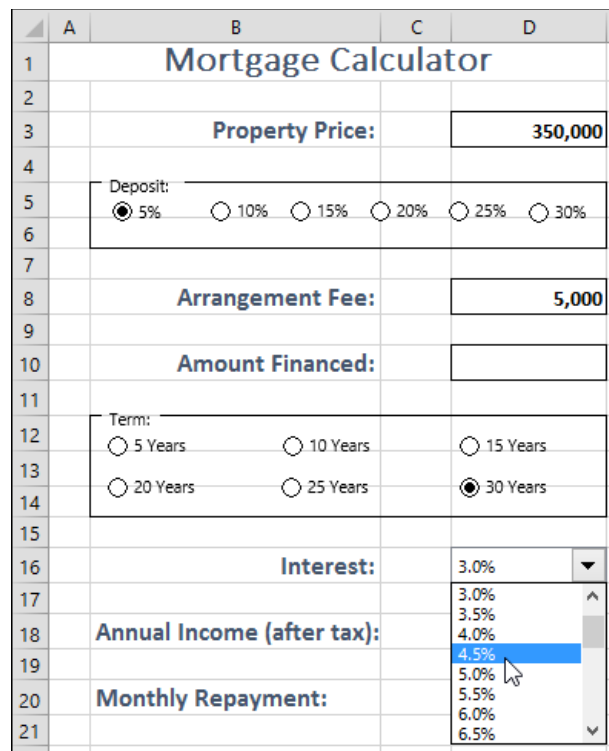


7. Click the OK button.

9 Test the combo box control.

1. Click away from the control to de-select it.
2. Click the drop-down arrow on the combo box.

Notice that the combo box displays all of the interest rates defined by the *Interest_Rates* range name.



10 Save your work as *Mortgage Calculator-3*.