

Excel Practices in Petroleum Engineering

INITIAL SETUP FOR ENGINEERING CALCULATIONS:

- Change trust settings for running VBA macros
- Enable circular references
- Enable automatic calculation
- Enable solver add-in
- Enable data analysis add-in

Excel etiquette

- ID sheet: author, date, title
- Color convention for cell info
- Location of figures in an individual sheet
- For each column and variable: header in bold, unit, symbol.

Built-in functions and utilities:

- Fill
- GoalSeek
- Solver
- Making frequency tables
- Paste data from text file
- Linear regression tool
- Sorting many cells

Plotting

- Appearance: Font size, point size, line, background, tick marks, axis color, legend, axis title, vertical grid, data range, secondary vertical axis, log scale.
- Types: scatter and bar.
- Trendline.

Programming

- Accessing the VBA environment.
- User defined function (UDF). No declaration of variable type. Comments.

Key shortcuts

- Ctrl+shft+Enter: apply matricial functions.
- Ctrl+shft+down(up,right,left) bring to the end of the row/column
- F4 Lock cell (C+R, R, C)
- F2 Display equation inputs