

InsertFileName

by Dr. Kenneth Buchholz

~~The Washington Towne Crier BBS
(908-689-5864 & 908-689-3649)
(201-689-5864 & 201-689-3649)~~

date and time (in parentheses) at the current cursor location in Word for Windows documents. This macro is handy for inserting this information in document headers/footers so that you can keep track of sources and versions when the files are printed.

clipboard. Open the Edit box from the Macro pull-down window, enter in the new macro name of InsertFileName and paste the contents of the clipboard to the new macro between the Sub Main and Sub End statements. From the File pull-down menu, select Save All. Your macro is now ready to use.

the Macro pull-down menu, highlight the InsertFileName macro name in the macro box on the left, select Insert (or whichever pull-down menu you wish to install) as the pull-down menu in which you wish to install this macro as a mouse command, click on the Assign button and then on the OK button. That's all there is to it.

Sub Main

A\$ = " ("

B\$ = " at "

C\$ = ")"

Insert Files\$(".")

InsertField .Field = "filename "

Insert A\$

InsertDateField

Insert B\$

InsertTimeField

Insert C\$

End Sub

{Copy all text above this line to clipboard - do NOT copy this line to clipboard}