

# Re: How do I auto populate a field based off of my list selection

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*Source:*

<http://www.tech-archive.net/Archive/Word/microsoft.public.word.vba.general/2007-03/msg00747.html>

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- *From:* Julie <[Julie@xxxxxxxxxxxxxxxxxxxxxxxxxxxxxx](mailto:Julie@xxxxxxxxxxxxxxxxxxxxxxxxxxxxxx)>
  - *Date:* Fri, 30 Mar 2007 16:16:01 -0700
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Thank you Doug.

This is a great start for me and you've provided wonderful direction :)

I was actually hoping for a response like this one so that I can educate myself on VBA, user forms, etc. I had been searching high and low and didn't know where to start.

Thanks again,  
Julie

"Doug Robbins – Word MVP" wrote:

If you create an autotext entry containing each email address with that autotext entry having the corresponding name that would be in the list from which you want the users to pick (actually assumed to be a DropDown type FormField as you say that you are going to protect the document, you could use the following code in a macro that is run on exit from the DropDown FormField:

```
' Macro created 15-11-97 by Doug Robbins to add the address corresponding to  
a drop down name
```

```
,
```

```
Set myDrop = ActiveDocument.FormFields("Dropdown1").DropDown
```

```
Company = myDrop.ListEntries(myDrop.Value).Name
```

```
Address = ActiveDocument.AttachedTemplate.AutoTextEntries(Company).Value
```

```
ActiveDocument.FormFields("Text1").Result = Address
```

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End Sub

I would suggest however that you consider the use of a user form, but you will have a bit of learning to do. In the first instance, you should probably work your way through the following articles

Please Fill Out This Form

Part 1: Create professional looking forms in Word

<http://www.computercompanion.com/LPMArticle.asp?ID=22>

Part 2: Adding Automation to your Word forms.

<http://www.computercompanion.com/LPMArticle.asp?ID=46>

Part 3: Learn more VBA (macros) to automate your forms.

<http://www.computercompanion.com/LPMArticle.asp?ID=119>

Part 4: Use custom dialog boxes in your Word forms

<http://www.computercompanion.com/LPMArticle.asp?ID=127>

Part 5: Connect your AutoForm to a database to save input time and keep better records!

<http://www.computercompanion.com/LPMArticle.asp?ID=136>

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Hope this helps.

Please reply to the newsgroup unless you wish to avail yourself of my services on a paid consulting basis.

Doug Robbins – Word MVP

"Julie" <Julie@xxxxxxxxxxxxxxxxxxxxxxxxxxxx> wrote in message  
<news:6D768DAC-B243-4D4E-B318-86DF916EA435@xxxxxxxxxxxxxxxxxxxx>

OK, here it goes :)

I dont know anything about VBA and I'm thinking I will need to learn to do what I want to do in my .doc.

I have a table of 'contact info' in my document which I'm going to lock so that it will be used as a template for others (where they can only update certain fields and select information that I've provided).

I have two lists now in .doc but it's messy...l:  
Name Email address

Currently if I pick the name, then I have to go to the Email address list and pick the corresponding email address.

What I want to have happen is if I pick a Name on the left, the Email

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address will autopopulate in the list by itself.

One step further, and even better:

To not even have an email address 'list', but have word just insert the  
email address in the cell to the right of "Name"...I just don't know how  
to  
create the list of values for it to populate based off of the selection in  
the list.

Again, I don't know VBA here so please be clear :)))

Thank you for any help,  
Julie