



4D Group

## Access VBA

### Who would benefit?

This course is designed for experienced Access users who wish to build applications and need to take advantage of the programming features.

### Objective

To give participants an understanding of the Access VBA programming language and its capabilities in a highly practical course.

### Content

Discuss individual's needs.

Basic programming structures:

- decisions
- loops
- date functions
- string manipulation
- use within forms and queries.

Collections and properties:

- manipulate forms, controls and properties
- Data Access Objects.

Respond to events within forms.

Error handling:

- trap run-time errors
- debug modules.

Data manipulation:

- create and edit tables and queries in code
- move through data
- locate records
- transactions
- basic vs. queries.

Communicate with other applications using OLE and DDE libraries and DLL's:

- write general purpose procedures
- use standard window procedures.

Create a working application.

### Duration

One or two days

### Pre-requisites

It is assumed anyone attending this course has either attended or has the knowledge provided by Access Advanced