

VBA for Access

2002 / 2003 / 2007



Duration: 2 Days

Who Should Attend / Target Audience

This course is designed for people who would like to improve their skills in the use of Visual Basic for Applications in Access to increase productivity by using automation.

Prerequisites

This course is designed for people with little or no knowledge of VBA. However, an advanced working knowledge of Access is essential.

Learning Outcomes

- Create and assign macros and understand the advantages and disadvantages of using macros
- Understand the programming environment and how forms and modules are used
- Create and work with subroutines, function procedures and variables
- Communicate with the user through input boxes and message boxes
- Program decision structures using IF and CASE statements
- Develop a variety of programming loops for repeating operations

Course Content

Version: 18/12/09

Development Basics

Access Development Environment
Splitting Databases
Maintaining Links
Using the Database Splitter
Queries for Reports and Forms
Access Run-Time
Understanding Client/Server

Macros and VBA

Creating & Assigning Macros
More Complex Macros
Converting Macros to VBA
Why You Shouldn't Use Macros

VBA Essentials

The Role of Forms
Creating A Startup Form
Understanding Modules
Code behind Forms
Standard Code Modules
Standard vs Class Modules
Naming Conventions

VBA Subroutines

The Anatomy of a Module
Creating a Subroutine
Creating a Function
Calling Procedures
Passing Parameters
Returning Values
Scoping Procedures

Variable VBA

Creating String Variables
Option Explicit
Working with Numbers
Dealing with Overflows

Variable VBA cont...

Working with Decimals & Dates
Default Values
Scoping Variables
Local Variables
Module-Wide Variables
Passing Parameters
Passing Parameters by Value

Interactive VBA

The Act of Communicating
Creating a Simple Input Box
Creating Elaborate Input Boxes
Global Positioning
Simple Message Boxes
Creating Larger Messages
Breaking a Message Line
Customise Icons and Buttons
Message Box Functions
Responding to Different Buttons

Decisive VBA

Creating an In-Line If
Creating a Block If
Multiple If
Multiple If Using Text
Using Case Statements
Value Ranges in Case Statements
Case Statements with OR
Asking Yes/No Questions

Looping VBA

Program Loops
Creating a While and an Until Loop
Taking Care of Counters
Exiting from Loops
For Next Loops

The DoCmd Object

Navigating with DoCmd
Moving through Records
Filtering Records with DoCmd
Opening a Form or Report with DoCmd
Closing a Form
Creating Variable Reports

ActiveX Data Objects

Creating a Table ADO
Removing a Table ADO
Populating a Table ADO
Populating a Form ADO
Dealing with Empty Table
Navigating a Form
Finding a Record
Updating a Record
Deleting a Record
Adding a New Record

Debugging VBA

Setting a BreakPoint
Additional Breakpoints
Stepping Through Procedure
Viewing the Call Stack
Using the Locals and Immediate Windows
Adding a Watch
Deleting a Watch

Handling Errors In VBA

Error Handling Overview
Understanding Common Errors
Creating Simple Error Handler
Understanding Object Model
More Elegant Error Handling
Resuming from Errors
Forcing an Error
Creating Custom Errors

Next Level Course: n/a

Availability: In House Closed Group Public

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