

Visual Basic for Microsoft Access 2000

Course Objectives:

This course is designed as an introduction to Visual Basic for experienced Access users. Delegates will learn how to write advanced macros using Visual Basic programming tools.

Prior Knowledge Required:

No prior knowledge of VBA is required, but delegates should have a good working knowledge of Microsoft Access. Ideally, they should have attended both the Introductory Level and Advanced Level courses for Access, or have equivalent knowledge.

Course Duration: 1 day, but course contents can be tailored if required.

Introducing Macros

- Recording a Macro
- Running a Macro
- Examining Module Design

Assigning Macros

- Specifying the Location of Recorded Macros
- Assigning Shortcut Keys To Macros
- Assigning Macros To Menus
- Assigning a Macro to a Command Button
- Assigning a Macro to a Toolbar Button

Creating Decision-Making Code

- The IF...THEN Decision Structure
- The IF...THEN...ELSE Decision Structure
- The Select Case Decision Structure

Using Loop Structures

- Using a FOR...NEXT Statement
- Using a DO...LOOP Statement
- Using a FOR...EACH...NEXT Statement

User Defined Functions and Variables

- Creating User Defined Functions
- Using Variables
- Declaring Variables

Interactive Macros

- Creating a Custom Message Box
- Creating a Custom Input Box
- Previewing Custom Dialog Boxes

Debugging and Testing Code

- Overview of Debugging
- Stepping Through The Code
- Using Watch Expressions

Windows in VB

- The Locals Window
- The Immediate Window
- Docking and Undocking Windows
- The Object Browser

Macro Management

- Personal Macro Workbook
- Assigning Sub Procedures to Run Automatically



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