

Introduction to Access VBA (2 days)



Course Objectives

Learn to manipulate your Access database using VBA code, automating the database. Access VBA extends the features of the database, providing the full power of Visual Basic programming to manipulate Access objects.

Prerequisites:

Knowledge of Access up to Advanced level. No prior knowledge of Access Visual Basic for Applications (VBA) is required.

Note:

This course is designed to concentrate on the programming aspects of Access, notably Visual Basic for Applications (VBA).

Exercises

This course is instructor led, involving the utilisation of examples and exercises in a workshop environment.

The VBA Code Editor

- Two ways to create modules
- Using Project Explorer
- Basic subroutines and comments

Messages And Variables

- The all-powerful DoCmd object
- Displaying messages
- Getting input from users
- Using variables

Creating Functions

- Passing arguments
- Returning values

Visual Basic Explained

- Objects and collections
- Methods and properties
- The Access object model
- Getting help in VBA

Attaching Code To Forms

- Attaching code to buttons
- Attaching code to events
- Making code not form-specific
- Manipulating Form/Control Properties

Looping

- The four types of loop
- Looping over all open forms
- Looping over controls
- Looping over Access Objects

Modifying queries

- Basic SQL statements
- Amending queries' SQL

Recordsets

- Choosing ADO or DAO
- Adding data
- Editing data
- Deleting data

Debugging and error handling

- Stepping through macros
- Setting breakpoints
- Trapping for errors

Linking to Excel and Word

- Referencing other applications
- Manipulating Excel from Access