

## MICROSOFT ACCESS - VBA

### COURSE LISTING

This intensive course is designed to introduce new Microsoft Access programmers to features and facilities of the VBA programming language and to help developers plan their applications systematically, efficiently and economically.

Duration: 2-3 Days

#### The VBA Programming Environment

- When to use VBA instead of Macro ce Applications

#### Programming in the VBA Language

- Coding in Visual Basic for Applications
- Commenting Code
- Line Continuation Character
- Using Variables and Expressions
- Naming Conventions
- Defining Variables and Assigning Values
- Automatic or Explicit Declarations
- The Variant Data Type; Other Data Types
- Branching and Looping commands
- Indenting Code; Branching
- If...Then; Select Case
- Looping; For....Next
- Do....Loop; For Each.....Next
- Using Arrays and Collections
- Typing in Code
- Optional and Named Arguments
- Passing Arrays as Arguments
- Code Compilation
- Conditional Compilation Directives
- Finding Bugs; Types of Error
- Debugging Code; Stepping Options
- Watch Points and conditional Breakpoints

#### Manipulating Data: Data Access Objects & SQL

- Data Access Objects; DAO Hierarchy
- Working with Objects and Collections
- Opening Databases Programmatically
- Database and Recordset Objects
- Recordset Objects and Recordset Fields
- Dynasets and Snapshots
- Manipulating Data with VBA Methods
- Finding Records in a Recordset
- Editing Data in a Recordset
- Transaction processing Commands
- Using Recordsets to Manipulate Data
- Creating and Using Queries from VBA
- Changing Database Definitions through VBA
- Using SQL to Manipulate Databases
- SQL Data Modification Statements
- Methods of Running SQL from VBA Code

#### Class Modules and Form-Event Procedures

- Creating a Class Module
- Form Events and Properties
- Changing Form Properties
- Creating Validation Event Procedures
- Creating New Form Instances
- Using Form Class Modules