

# Microsoft Access VBA

(2 days)

## Background

This course will teach programming concepts and how to add simple functionality to a Microsoft Access database using Microsoft Visual Basic for Applications..

## Who should attend and Prerequisites

Delegates should have at least six months of experience using Microsoft Access, the ability to design a relational database, the ability to create a database with multiple tables, forms, and reports using Microsoft Access and the ability to create queries using Microsoft Access Duration.

## Course Outline

### Introduction to Programming

What is Visual Basic for Applications?  
Event -driven procedures  
Modules and code behind forms

### Modules and Procedures

Modules  
The module toolbar  
Sub and function procedures  
Databases and projects

### User Defined Functions

Creating user defined functions  
Arguments and returned values  
Access built in functions  
Using user defined functions in queries and forms

### Event Procedures

The code builder  
Form, report, control, and section events  
Referring to form and report controls  
Incorporating macro actions

### Variables, Constants and Arrays

Implicit and explicit declaration  
Scope of variables  
VBA data types  
Arrays and user defined data types

### Branching and Looping Structures

Branching - If.End If and Select Case Looping  
- Do Loop and For Next

### User Interaction

The input box and message box  
The common dialog control

### Debugging VBA

Types of Error  
Using the immediate window setting  
Break points  
Correcting errors

### Error Handling

On error statement  
Trapping error code

### ActiveXData Objects

DAO or ADO?  
Microsoft Access Architecture  
Open objects and collections  
Database engine objects  
Setting object variables  
Handling recordsets  
Locating and editing data  
Handling queries  
Adding and deleting objects to collections  
Using transactions

### Creating Libraries

Add in manager



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