



VBA Programming For Access 2016

Course Description

This 3 days course guides participants in using some of Access's commonly used formulas. Participants will also learn how to simplify your work in the Access environment by automating many of the repetitive tasks that are part of database development. In this course, participants will apply the Visual Basic for Applications (VBA) programming language to simplify many of the tasks in Access 2016 environment.

Course Objective

Participants will be proficient in using VBA to create macros for automating repetitive tasks in Access 2016.

Prerequisite

Prior knowledge of MS Access and especially suitable for participants attended MS Access 2007/2010/2013/2016 Basic, Intermediate and Advanced course.

e-Certificate Of Attendance

e-Certificate Of Attendance will be awarded to participants completing the course achieving minimum 75% attendance within 7 days from course end date.

Training Duration

Full-time: 3 Days
Time : 9.30am to 5.30pm

Course Fees

Course Fees : S\$899
Regn Fees : S\$50

All fees subject to prevailing GST.

DETAILED COURSE OUTLINE

Course Description

1. Getting Started

- Introduction to Programming in Access
- Why Program in Access?
- Understanding the Development Environment
- Using Visual Basic Help

2. Working with Procedures and Functions

- Understanding Modules
- Creating a Standard Module
- Understanding Procedures
- Creating a Sub Procedure
- Calling Procedures
- Using the Immediate Window to Call Procedures
- Creating a Function Procedure
- Naming Procedures
- Organizing Code and Procedures
- Working with the Code Editor

3. Understanding Objects

- Understanding Classes and Objects
- Navigating the Access Object Hierarchy
- Understanding Collections
- Using the Object Browser
- Working with the Application Object
- Understanding the Form Object
- Working with Properties

- Using the With Statement
- Working with Methods
- Understanding the DoCmd Object
- Working with Events
- Understanding the Order of Events

Using Expressions, Variables, and Intrinsic Functions

- Understanding Expressions and Statements
- Declaring Variables
- Understanding Data Types
- Working with Variable Scope
- Working with Variable Lifetime
- Considering Variable Scope and Lifetime Together
- Using Intrinsic Functions
- Understanding Constants
- Using Intrinsic Constants
- Using Message Boxes
- Using Input Boxes

Controlling Program Execution

- Understanding Control-of-Flow Structures
- Working with Boolean Expressions
- Using the If...End If Decision Structures
- Using the Select Case...End Select Structure
- Using the For...Next Structure
- Using the For Each...Next Structure
- Using the Do...Loop Structure
- Guidelines for use of Branching Structures

Working with Recordsets

- Declaring and Creating Object Variables
- Working with the DAO Recordset Object

Debugging Code

- Understanding Errors
- Using Debugging Tools
- Setting Breakpoints
- Setting Break Expressions
- Using Break Mode during Run Mode
- Stepping through Code
- Determining the Value of Expressions

Handling Errors

- Understanding Error Handling
- Understanding VBA's Error Trapping Options
- Trapping Errors with the On Error Statement
- Understanding the Err Object
- Writing an Error-Handling Routine
- Working with Inline Error Handling



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