

Microsoft Access VBA Introduction

OBJECTIVES

Experienced Access users who want to learn ActiveX Data Objects, control structures, and the basics of VBA programming.

Duration: 2 Days

1. GETTING STARTED

- Introduction to Programming in Access
- Why Program in Access?
- Development Environment
- Use Visual Basic Help

2. WORK WITH PROCEDURES AND FUNCTIONS

- Understand Modules
- Create a Standard Module
- Understand Procedures
- Create a Sub Procedure
- Call Procedures
- Use the Immediate Window to Call Procedures
- Create a Function Procedure
- Name Procedures
- Organize Code and Procedures
- Work with the Code Editor

3. UNDERSTANDING OBJECTS

- Understand Classes and Objects
- Navigate the Access Object Hierarchy
- Understand Collections
- Use the Object Browser
- Work with the Application Object
- Understand the Form Object
- Work with Properties
- Use the With Statement
- Work with Methods
- Understand the DoCmd Object
- Work with Events
- Understand the Order of Events

4. EXPRESSIONS/VARIABLES/INTRINSIC FUNCTIONS

- Understand Expressions/Statements
- Declare Variables
- Understand Data Types
- Variable Scope/ Variable Lifetime
- Use Intrinsic Functions
- Constants/ Intrinsic Constants
- Message/Input Boxes

5. CONTROLLING PROGRAM EXECUTION

- Understand Control-of-Flow Structures
- Work with Boolean Expressions
- Use If...End If Decision Structures
- Use Select Case...End Select Structure
- Use For...Next Structure
- Use For Each...Next Structure
- Use Do...Loop Structure
- Branching Structures

6. WORKING WITH RECORDSETS

- Declare/Create Object Variables
- Work with the DAO Recordset Object
- Debug Code/Errors/Debug Tools
- Set Breakpoints/Set Break Expressions
- Use Break Mode during Run Mode
- Step through Code
- Determine the Value of Expressions

7. HANDLING ERRORS

- Understand Error Handling
- Understand VBA's Error Trapping Options
- Trapping Errors with On Error Statement
- Understand the Err Object
- Write an Error-Handling Routine
- Work with Inline Error Handling