

## Customised IT and Soft Skills training to suit your needs

### Microsoft Access 2010 VBA Training

#### Access 2010 VBA Course Objectives

##### After the course, you will be able to:

- Understand the VBA Environment
- Create Subroutines and Functions
- Understand all VBA Structures
- Apply DAO Model

#### Audience

This course is designed for advanced Access users who need to start automating database tasks or simplify complex database sequences.

#### Course Prerequisite

You must have strong Microsoft Access skills and understand all concepts from all other courses, e.g. Intermediate and Advanced

#### Course Duration

This is a 2 day Access 2010 VBA course. The course starts at 09:30 and runs until 16:30

#### Course Locations / Schedule

This Access 2010 VBA course can be run at our Access training centre or any preferred location in the UK. The course can be held on a date that suits you. We do not run public scheduled courses.

### Macros

- Creating Macros
- Assigning Macros to Controls
- Group Macros
- Conditional Macros
- The AutoExec Macro
- The AutoKeys Macro

## VBA

- An overview
- The Environment
- Working with Modules
- Converting Macros -DOCMD
- Events

## Coding Structures

- Control Structures (If, Elseif, SelectCase)
- Looping Structures (Do, For, Next)

## Functions

- Purpose
- Creating and using Functions

## Variables

- Option Explicit
- Variable Type
- Scoping a Variable
- Testing Variable Contents

## User Interaction

- MsgBox
- InputBox

## Debugging and Error Handling

- Breakpoints
- Stepping Code
- The Immediate Window
- Creating Error Traps

## Data Access Objects (DAO)

- The Workspace Session
- Manipulating Record sets
- Creating Queries

- Creating Tables

## Active X Controls

- VBA Menus and Toolbar



[psalltraining.com](http://psalltraining.com) | [info@psalltraining.com](mailto:info@psalltraining.com) | 020 3696 2796