



## MICROSOFT ACCESS VBA - INTRODUCTION

Course Duration: 2 Days

### 1. The VBA Programming Environment

- When to Use VBA Instead of Macros
- VBA's Development Environment
- The Programming Environment
- The Object Browser
- Creating Procedures

### 2. Programming in the VBA Language

- Coding in Visual Basic for Applications
- Using Variables and Expressions
- Branching and Looping Commands
- Indenting Code
- Branching Commands
- Using Arrays and Collections
- Typing in Code
- Optional and Named Arguments
- Passing Arrays as Arguments
- Code Compilation
- Finding Bugs
- Types of Error
- Debugging Code

### 3. Error Handling in VBA

- Ignoring Errors
- Trapping Errors
- Writing Useful Error Handlers
- Logging Errors

### 4. Manipulating Data with DAO and SQL

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

### 5. Class Modules and Form-Event Procedures

- Class Modules
- Using a Class's Properties and Methods
- The PDM Example: Time Managing Multiple Projects
- Using Form Events
- Access 97 Form Events and Properties
- Code Behind Forms; Changing Form Properties
- Soft Validation; Creating Validation Event Procedures
- Value Derivation; Creating New Form Instances
- Tying Forms/Reports Together
- Using Form Class Modules