

Desktop application

MICROSOFT ACCESS 2007-2016 LEVEL 3



Course content

Access Application Design

- > Planning an Application
- > Building a Graphical User Interface
- > Connecting database objects

Relational Database Design

- > Designing Tables
- > Normalizing the database
- > Analyzing Tables
- > Handling Many to Many Relationships
- > Table Indexes

Designing Macros

- > Creating Macros
- > Macro Groups
- > Conditions in Macros

Introduction to VBA Code

- > The VB Editor
- > Event Programming
- > Creating Sub and Function Procedures
- > Using Variables
- > Control Structures
- > Running Code from Form Events
- > Running Code from Report Events
- > Auto Executable Code

Customising Toolbars

- > Creating Custom Toolbars
- > Creating Custom Ribbon Tabs
- > Setting Start-Up Options

Course objectives

To provide delegates with the skills required to use Microsoft Access Visual Basic for Applications and to build a Database Application.

Course type

Instructor-led hands on training with all delegates using a computer.

Course duration

Two day

Pre-requisites

This course is designed for database administrators and support personnel. Delegates must be experienced users of Access and ideally should have attended our Microsoft Access Level 2 course.