

Access 2003; VBA Programming, 2nd Edition

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Course Length: 1-day (6+ hours)

Prerequisites: VBA programming for MS Applications

What's in Access 2003; VBA Programming, 2nd Edition:

This ILT Series course, rated 4.8/5.0 in overall quality by ProCert Labs, is designed for experienced Access users who want to learn ActiveX data objects, control structures, and the basics of VBA programming.

Topic-Level Outline

Unit 1 : Visual Basic Editor

*Topic A: * Objects*

- A-1: Discussing objects
- A-2: Examining the Properties window
- A-3: Modifying the object properties
- A-4: Writing code to change object properties
- A-5: Using a method
- A-6: Associating code with an event

*Topic B: * Object Browser*

- B-1: Examining the Object Browser window
- B-2: Searching in the Object Browser

*Topic C: * Collections*

- C-1: Understanding collection objects
- C-2: Using the Controls collection

Unit 2 : Programming basics

*Topic A: * Data*

- A-1: Examining data types and variables
- A-2: Declaring variables explicitly
- A-3: Using operators
- A-4: Using the interaction functions

*Topic B: * Scope*

- B-1: Observing modules and procedures
- B-2: Examining procedure- and module-level scope
- B-3: Understanding public scope
- B-4: Creating a Sub procedure
- B-5: Calling a Sub procedure
- B-6: Creating a Function procedure in a standard module
- B-7: Calling a Function procedure

Unit 3 : Control structures

*Topic A: * Decision structures*

- A-1: Using the If...Then statement
- A-2: Using the If...Then...Else statement
- A-3: Using the If...Then...ElseIf statement
- A-4: Using the Select Case statement

*Topic B: * Loop structures*

- B-1: Using the For...Next loop
- B-2: Using the For Each...Next loop
- B-3: Using the Do While...Loop

Unit 4 : ActiveX Data Objects

*Topic A: * Getting started with ActiveX Data Objects*

- A-1: Discussing ADO
- A-2: Discussing ADO collections

*Topic B: * Working with ActiveX Data Objects*

- B-1: Connecting to a database
- B-2: Creating a Recordset object
- B-3: Navigating a Recordset
- B-4: Saving and canceling changes

Unit 5 : VBA debugging tools

*Topic A: * Errors in code*

- A-1: Discussing types of errors

*Topic B: * Debugging techniques*

- B-1: Discussing debugging tools
- B-2: Setting a breakpoint
- B-3: Adding a watch expression
- B-4: Using Step Into
- B-5: Deleting a watch expression
- B-6: Working with the Immediate window
- B-7: Using the Locals window

*Topic C: * Handling run-time errors*

- C-1: Writing error-handling code

Appendix A : Office integration

*Topic A: * Automating Office 2003*

*Topic B: * Working with Word from Access*

*Topic C: * Working with Excel from Access*