

## Access Programming using VBA (code: Access-VBA)

### Overview

The course provides an introduction to programming in MS Access using Visual Basic for Applications (VBA). Students learn language syntax, discover how to automate tasks in Access, create custom functions and perform activities not easily available in any other way from Access.

### Ask for details

Phone +44 203 608 6289

info@alx.training

### Duration

3 days

### Agenda

1. Introducing MS Access - Quick review of the basics
  - How it all works? Forms, Tables, Queries, Reports.
2. Working with macros.
  - Recording a macro.
  - Running a macro.
  - Understanding events and event handlers.
3. Introducing Visual Basic for Applications (VBA).
  - Data types. Variables. Operators.
  - Flow-control instructions. Conditional instructions. Loop instructions.
  - Procedures and Functions.
4. Introduction to object-oriented programming.
  - Classes.
  - Objects.
  - Attributes, Methods, Events.
5. Data manipulations in VBA.
  - Creating queries.
  - Transactions.
6. Importing data from various sources.
7. Error handling. Good practices.

For open training, the course materials are prepared for MS Office 2010. Other versions (2013, 2007, 2003) are available on request. Contact us for details.

### Target audience and prerequisites

The course is intended for experienced Access users who feel that standard functions and features of program are insufficient for their needs.

Before attending this course, students must have:

- An intermediate level of experience in using Microsoft Access 2007.
- Basic knowledge of SQL language is useful, but not necessary.

No prior programming experience is necessary.

### Certificates

Course participants receive completion certificates signed by ALX.

### Locations

- Warsaw (English) – Jasna 14/16A

- Online (English) – your home, office or wherever you want
- any other location (London, UK, EU) on request

## **Price**

460 EUR

The price includes:

- course materials,
- snacks, coffee, tea and soft drinks,
- course completion certificate,
- one-time consultation with the instructor after course completion.

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