

Access Advanced Techniques (Modules 6-8)

6 Managing Data / Working With Other Applications

- ◆ Import/Export data to and from Access & other applications
- ◆ Linking data in other applications
- ◆ Using hyperlinks in a database
- ◆ Backing up and compacting databases

7 Using Macros in Access

- ◆ Create and modify macros
- ◆ Organise and maintain macros
- ◆ Customising your toolbars to run macros
- ◆ Managing your Access database files

8 Introduction to VBA & Access

- ◆ Program concepts and terms
- ◆ Use Wizard Code
- ◆ Write procedures and functions