



Microsoft Access 2003 Advanced

A One-Day Training Course

Course Aims:

Access 2003 is the latest version of Microsoft's hugely popular relational database management system.

When a business must be sure that steps are taken to prevent accidental or deliberate loss, damage or misuse of data, a customised approach is often preferred. Our Level 3 course takes these steps, integrates and automates applications, yet still finds time to touch on simple programming in Visual Basic for Applications.

Course Outline:

- Sharing data.
- Access and the Intranet.
- Data Access Pages.
- Projects.
- Database utilities.
- Creating and running macros.
- Specialist macros.
- Events.
- Securing a database.
- Automating a database.
- Introduction to VBA.
- Customising toolbars and menubars.

Target Audience:

Advanced users who have a need to build secure databases for other users, or those wishing to automate and control the use of the database objects created in the Level 2 course. Delegates will be shown Internet tools, such as making Data Access Pages available on the corporate Intranet, hyperlinks and creating Web pages, and how to integrate with other Office products. Delegates will also be shown to secure a database effectively and will be given a brief overview of VBA programming.

Assumed Knowledge:

Delegates should have attended Level 2 or have the equivalent knowledge.