



In previous levels, you were introduced to advanced topics that dealt with local database management. In this course, you will learn remote database management, how to exchange data with XML and other type applications, and how to automate your business processes by using VBA code.

You will be introduced to the advanced features of the Access application and also the VBA programming language.

-

Upon successful completion of this course, students will be able to:

- develop a data access page.
- develop a data access page, a PivotTable, and a PivotChart.
- import XML data and export Access data.
- use VBA to automate a business process.
- create and modify a database switchboard, and set and modify your startup options.
- distribute a database and add security features to it.

Topic 1A: Create a Data Access Page by Using the Wizard

Topic 1B: Improve the Presentation of the Data Access Page

Topic 1C: Viewing Data Access Pages with the Browser

Topic 1D: Edit Data Using the Data Access Page

Topic 1E: Group Records in the Data Access Page

Topic 2A: Create a Data Access Page in Design View

Topic 2B: Incorporate a ComboBox in the Data Access Page

Topic 2C: Test the New Record Function of the Data Access Page

Topic 2D: Develop a PivotTable with the Office PivotTable Tool

Topic 2E: Develop a PivotChart

Topic 3A: Import XML Data into an Access Database

Topic 3B: Export Access Data to XML Format

Topic 3C: Share Data with Other Office Applications

Topic 4A: Create a Standard Module

Topic 4B: Develop Code
Topic 4C: Call a Procedure from a Form
Topic 4D: Run the Procedure

Topic 5A: Create a Database Switchboard
Topic 5B: Modify a Database Switchboard
Topic 5C: Set the Startup Options
Topic 5D: Modify the Startup Options

Topic 6A: Split a Database
Topic 6B: Implement Security
Topic 6C: Set Passwords
Topic 6D: Encode and Decode a Database
Topic 6E: Convert an Access Database to an MDE File