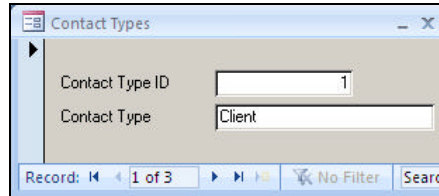


Entering Information

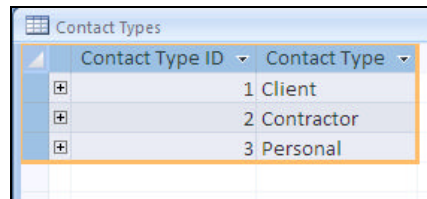
- Used Contact Types form to enter 3 types of contacts
 - intuition suggests
 - which Contact Types form property proves it?
- Where were these Contact Types records stored?
 -
 -



Contact Types

Contact Type ID: 1
Contact Type: Client

Record: 1 of 3 No Filter Search

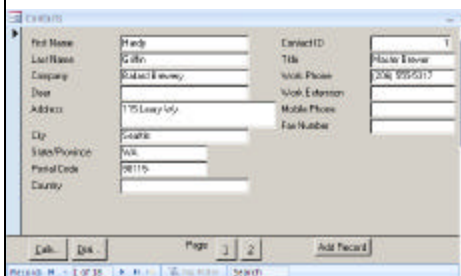


Contact Types

Contact Type ID	Contact Type
1	Client
2	Contractor
3	Personal

View Records in the Contacts Form

- To view/enter/modify/delete Contact records
 - a bound form
- A 2-page form with command buttons in Form Footer
 - VBA code specifies what happens when a command button is clicked
 - Page 2 uses a combo box that lists the Contact Types you entered
 - benefits of this combo box
 -
 -

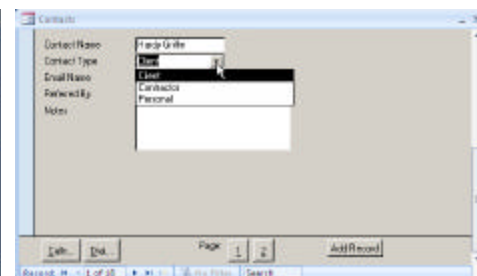


Contacts

First Name: Fred
Last Name: Blank
Company: Contact Company
Title: Blank
Work Phone: 206 9850313
Mobile Phone:
Fax Number:
Address: 175 Leaky Way
City: Seattle
State/Province: WA
Postal Code: 98116
Country:

Contact ID: 1

Page 1 of 2 Add Record



Contacts

Contact Name: Fred White
Contact Type: Client
Email Name:
FollowUp:
Notes:

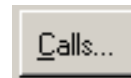
Page 2 of 2 Add Record

Enhancing the Application

- Adding an Object to Your Application
 - used Report Wizard to create a new [Contacts By City](#) report
- Add the Report to the Switchboard Form
 - used [Switchboard Manager](#) to add a new command button on the [Preview Reports...](#) switchboard page to expose [Contacts By City](#) report

Adding a Command Button to a Form

- Tried out existing [Calls...](#) button to see how clicking a button can cause something to happen
 - what happened?
 - how was this engineered?
- Added a command button to make it easier to add a new record to Contact table
 - button's name [AddRecord](#)
 - Command Button Wizard built code for command button's [Click event](#)



How Does the Button Work?

Add Record

- Event
 - a state, condition, or occurrence on an object for which you can define a response
- Event Procedure
 - VBA code that is automatically executed when the event occurs
 - Demo: view the event procedure behind the button

```
Private Sub AddRecord_Click()  
On Error GoTo Err_AddRecord_Click  
  
    DoCmd.GoToRecord , , acNewRec  
  
Exit_AddRecord_Click:  
    Exit Sub  
  
Err_AddRecord_Click:  
    MsgBox Err.Description  
    Resume Exit_AddRecord_Click  
  
End Sub
```

Practice Time

- Open Artie's List.mdb
- Modify frmRestaurant
 - increase Form Footer's Height to 0.5", change Back Color property to match that of the Form Header
 - use Control Wizard to place a new Add Record button named `cmdAddRecord` in Form Footer
 - save the form and test that it works
 - use Control Wizard to place a new Save Record button named `cmdSaveRecord` in Form Footer
 - save the form and test that it works
 - use Control Wizard to place a new Print Record button named `cmdPrintRecord` in Form Footer
 - save the form and test that it works
 - size and align the buttons, as illustrated
 - Save `frmRestaurant`

Restaurants

RestaurantID:

Restaurant: Andreoli Italian Grocer

Street Address: 8880 E. Via Linda

City: Scottsdale

State: AZ

Zip: 85258

Phone: 480-614-1980

Home Page:

Add Record Save Record Print Record

Record: 14 of 50 No Filter Search

Moving From Macros to Visual Basic

- Used **macros** in CIS117 to automate tasks, respond to user actions
- We'll study them later in CIS217
- Visual Basic for Applications (VBA)
 - Microsoft Office's native programming language
 - more powerful and flexible than macros
 - VBA's **DoCmd** **object** can implement most macro actions
- Access can convert macros to equivalent VBA procedures