ELECTRIFIED ACCESS MAGAZINE

ISSUE #2
NOV./DEC. 1993

ABOUT ELECTRIFIED ACCESS MAGAZINE

FROM THE PUBLISHERS DESK

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ABOUT ELECTRIFIED ACCESS MAGAZINE

ELECTRIFIED ACCESS MAGAZINE is an "electronic" magazine.   It is a Shareware product.   It is not free.   If you enjoyed or found this issue of value, the Shareware price for this single issue is only $3.50.   Your support is necessary if you want us to continue to produce this magazine.

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FROM THE PUBLISHER'S DESK

By Don Welsh

I would like to take this opportunity to welcome all of the new readers of ELECTRIFIED ACCESS MAGAZINE. It is a Bi-Monthly electronic magazine devoted to covering the exploding MS ACCESS market. We have chosen to publish the magazine in Windows 3.1 Help format. Using this method we can provide a colorful magazine with hypertext, pop up graphics, searching and printing capabilities. The magazine features Reviews of commercial and Shareware ACCESS Add-ons, Data Base programming articles, Tips and Tricks, New ACCESS Products, Contests and more.

Are you tired of searching through many different magazines hoping to find an article or review relating to ACCESS? If you answered yes to this question then this magazine is for you!

We welcome your suggestions and comments on this magazine. We will be striving to improve the magazine with every issue. We can only accomplish that with your input.

Software Companies may send press releases and/or review copies of ACCESS related programs to the below address:

WELSH COMMUNICATIONS
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CONTENTS

REVIEW: TOTAL ACCESS

By Thomas Wagner
(CIS 73530,1002)

Software Review: "Total Access"
                    Database Documentation Program
                    by FMS, Inc.
                    (703) 356-4700 FAX (703) 448-3861
                    Sugg. List Price $195.00

Event driven programming! What a wonderful idea, until you need to change an application that has been written in this manner. If you have attempted any sort of application programming at all, using Microsoft Access, you will appreciate the subject of this column. And if you ever had to make changes to someone else's Access application, this appreciation will possibly turn into full fledged adoration.

Speaking purely for myself, it is not easy to implement meaningful changes in an application of any size larger than one form, one report and a few queries, in an efficient manner. Of course the reason for that being the previously mentioned event driven nature of Access. If you experience similar trepidation's at the prospect of spending wasted time tracking down the various parts of an Access program - welcome to the club!

Unless the particular component I'm working with has some sort of meaningful name, it becomes a task worthy of Sherlock Holmes to determine which macro attached to how many buttons across which forms and reports needs to be changed. See what I mean? And solving the situation by creating particularly descriptive names is not the answer. Imagine someone other than yourself seeing a Control Name like : cmdButMainFrmMainReptMainQryClose. That's positively embarrassing.

Enter "Total Access", a very, very useful database documentation library by FMS, Inc. Written in Access Basic, "Total Access" analyzes your .mdb file and generates over forty reports on everything from the number of forms, reports or queries to cross referencing macros, fields and detailed breakdowns of the components as well as properties of forms and reports. The best way to use this library, aside from the obvious final documentation of a project, is to track an application as it is being built.

The setup program that adds "Total Access" to your machine is straight forward and takes care of such details as adding the appropriate entries to your Access.ini file. Once the program is installed it appears as an additional menu choice under the Help menu.

A documentation session can take a little bit of time, depending on the size of the application being analyzed and the speed of the machine it resides on. As you probably know, Access is rather memory sensitive. Of course an add-on such as "Total Access", having been created in Access, would have the same characteristic.

All in all, documenting an .mdb file is a two-step process. In part one you simply request that the program run an initial documentation "sweep". I like the term sweep since "Total Access" goes to work "sweeping" through each and every part of your program. It stores the resulting information in several internal tables. Once this step has been completed you can either view the findings on screen or print them out. Here is where "Total Access" really shines. By being able to quickly find a particular program component, for example, and cross referencing all its uses can speed up the maintenance and improvement cycle of an Access application considerably. The information gathered through this initial "sweep" is always at your fingertips, even if you interrupt your maintenance session by exiting and returning to it later on.

Of course after an application has been completed, "Total Access" is a choice product to help in the creation of final application doc's as well. I cannot stress enough how useful this program is to Access developers at the present time. Especially if you are involved in writing applications in situations where you personally may not be available to make corrections or changes at a later point. For example corporate development or independent consulting. It is a definite "feather in your cap", and always impressive to your clients, when you are able to present a complete set of doc's at final sign-off time. And by a complete set I'm not talking about a user manual. The documentation created by "Total Access", while certainly helpful to users, is much more valuable to a future developer who may need to implement changes to your work. Or even to yourself if you have to go back in six months to make those changes.

While a lot of development and programming is done with an eye toward lucrative maintenance and upgrade work, there are equally as many contracts completed that do not have such provisions. Whenever that is the case, it is an opportunity for good customer service. By explaining to your customers what the documentation represents, and how it enables them to make independent decisions etc., you may find yourself generating a lot of goodwill which oftentimes can lead to future work. After all, by providing this special attention to detail you really are showing your customers how important they're business is to you. Consequently if you were in the clients shoes, whom would you call for another assignment?

One word of caution. FMS, Inc. in their zeal to provide an excellent product have endowed "Total Access" with a few reports that are so detailed, they can easily use up hundreds of pages. While absolutely wonderful as a reference source, don't sit by your printer waiting for the end of the report while it is being generated. The best way I've found to use "Total Access" when printing final doc's was to make my selections from the check box menu listing all available print reports, and then take my wife to dinner. I'm not kidding!   Of course the printer needs an ample supply of paper. When we return, my documents are done and ready to be assembled in folders, or the printer is jammed.

If I was a movie critic I would give "Total Access" four stars, two thumbs up, and rate it a solid 9.5. Since I'm not, I can only suggest in my most "serious and authoritative" tone: GET THIS PROGRAM!

To wet your appetite, just have a look at all the items you can document and report:

ITEMS TO DOCUMENT

TABLES:

Table Name	Description	Primary Key	Indexes	Number of Records
Number of Fields	Record Size	Date Created	Date Changed	

ATTACHED TABLES:

Table Type	File Name	File Location

FIELDS:

Table Name	Field Name	Field Number	Description	Data Type
Storage	Attributes	Size	Format	Decimal Places
Validation Rule	Validation Text	Index Status		

RELATIONSHIPS:

Primary Table Name		Primary Table Link Fields	Related Table Name
Related Table Link Fields	Relationship		Referential Integrity Status

FORMS:

Form Name	Number of Controls	All Form Properties	Date Created
Date Changed	Control Name	Control Type	Position on Form
Control Source	All Control Properties		

REPORTS:

Report Name	Number of Controls	All Report Properties	Date Created
Date Changed	Control Name	Control Type (Graphic, Text, Field)	
Position on Form	Control Source	All Control Properties	

MACROS:

Macro Name	Number of Lines	Line Numbers	Date Created and Changed
Labels	Conditions	Actions	Arguments

QUERIES:

Query Name	Query Type (Select, Delete, Update etc.)		SQL String
Criteria	Sort Fields		Unique Value Option
Action Table	Run w. Owners Permission		Restrict Field Options
Date Created	Date Changed		Parameter Names
Parameter Data Types	Query tables, Fields and Expressions		Table Relationships
Primary and Related Table Names and Link Fields			

OTHER DOCUMENTATION:

Object Inventory (Object Name, Type, Access ID Number, Date Created / Changed)

Access INI File (Location and Contents)

PARTIAL LIST OF REPORTS

TABLES:
List of Tables sorted by Name
Table Structure sorted by Table Name or Field Name
Full Table and Field Information sorted by Table Name

MACROS:
List of Macros sorted by Name

Macro listing w. labels, conditions, actions and arguments
Macro calls from Reports, Forms, and Macros

FIELD CROSS REFERENCE:
List of Fields and their use on Forms, Reports and Queries
Undefined Fields, referenced in Forms Reports and Queries

FORM DOCUMENTATION
List of Forms sorted by Form Name
Concise Form Information, showing properties and controls
Full Form Information, all properties as well as all controls and their properties

QUERY DOCUMENTATION
List of Queries, sorted by name
List of Tables and Fields used in Queries
List of all Query properties and SQL representation
List of all Query Table relationships
List of all Query Parameters

REPORT DOCUMENTATION:
List of Reports, sorted by Name
Concise Report Information, showing properties and controls
Full Report Information, all report properties, controls and control's properties

This is only a partial list of the more than 40 different reports available. If you are in the rare position of needing a certain report that was not already provided by "Total Access", you can add your own report based on your own queries. I would not recommend a neophyte to undertake such a change, however, most developers are familiar with the concept of modifying a library and may be able to benefit from this ability.

Finally, the reports themselves have been nicely designed, and are shown in the form of individual samples in the accompanying manual. An undertaking which I'm sure in and of itself required a good deal of time. So.....if you are at all in the market for a documentation program over and above the Analyzer.mdb shipping with Access, I strongly recommend giving "Total Access" a closer look.

MINI-REVIEWS

Mini-Reviews are small   reviews of Shareware and public domain utilities, source code, reference files etc. These are great in the fact that they are good learning tools and you can stop re-inventing the wheel. They are usually smaller and do not warrant a full review in another section of this magazine.
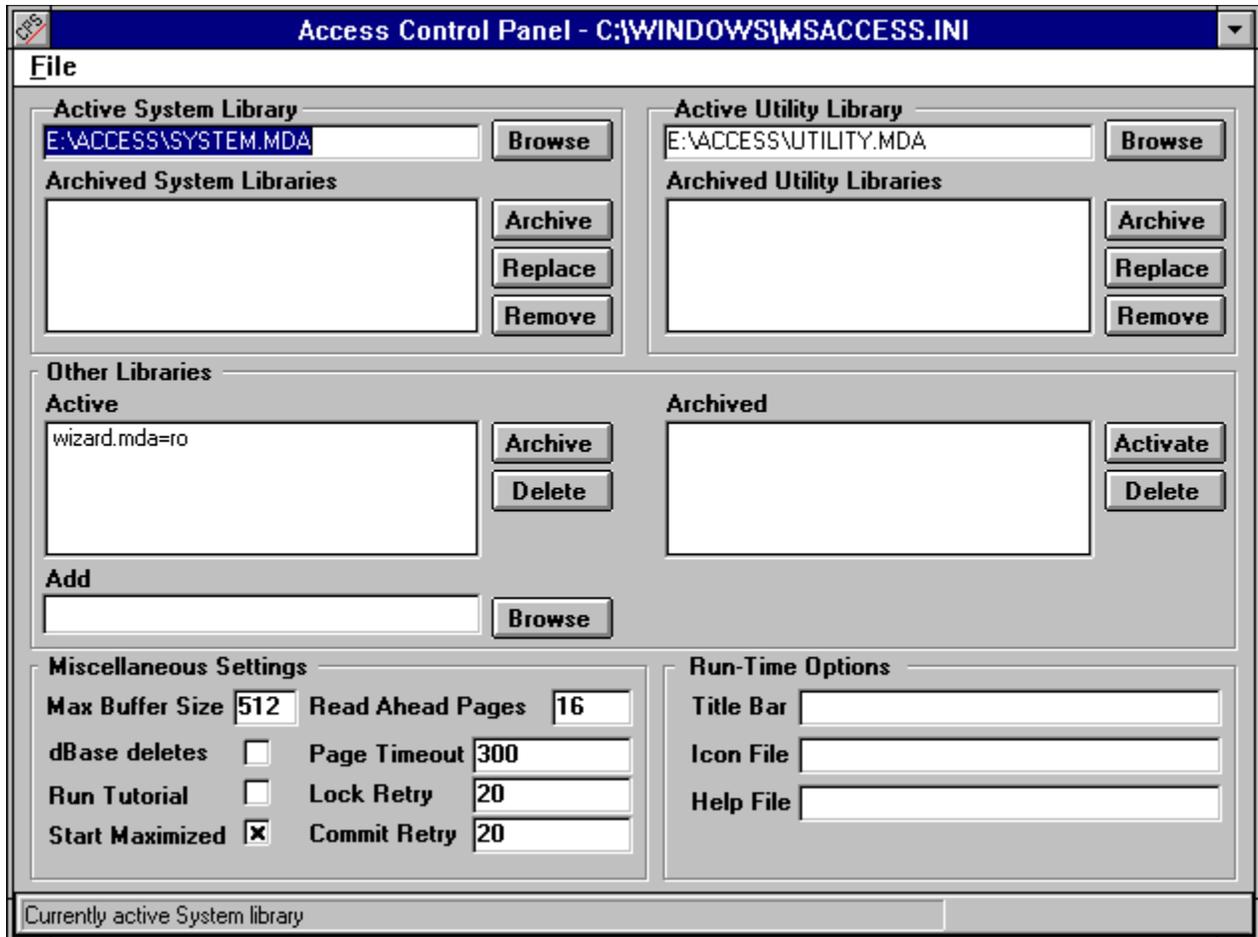
ACCPAC.ZIP

Bytes: 68355
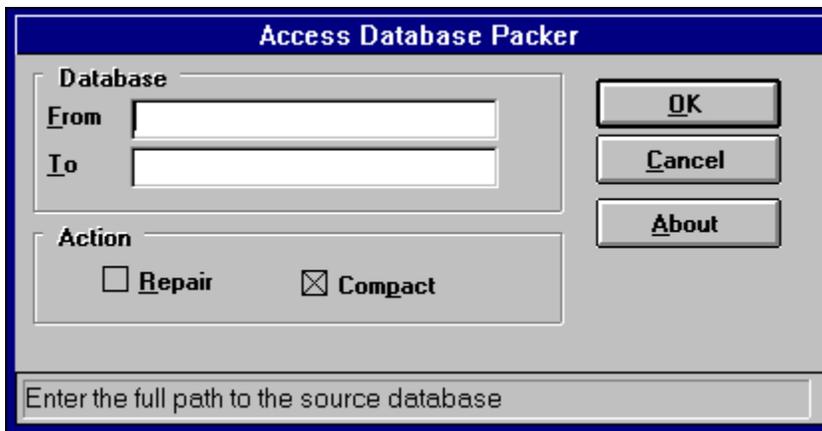
This utility is used to compact or repair your MS Access databases without having to actually run a copy of Access. This program requires VBRUN300.DLL (Available on THE ELECTRIFIED BBS: (619) 464-0188).

ACCPAN.ZIP

Bytes: 42643

Access Control Panel - C:\WINDOWS\MSACCESS.INI

File

Active System Library
`E:\ACCESS\SYSTEM.MDA`   [Browse]

Archived System Libraries
[Archive] [Replace] [Remove]

Active Utility Library
`E:\ACCESS\UTILITY.MDA`   [Browse]

Archived Utility Libraries
[Archive] [Replace] [Remove]

Other Libraries

Active
wizard.mda=ro
[Archive] [Delete]

Archived
[Activate] [Delete]

Add
[Browse]

Miscellaneous Settings

Max Buffer Size `512`   Read Ahead Pages `16`

dBase deletes [ ]   Page Timeout `300`

Run Tutorial [ ]   Lock Retry `20`

Start Maximized [X]   Commit Retry `20`

Run-Time Options

Title Bar

Icon File

Help File

Currently active System library

This utility lets you maintain various settings in your MSACCESS.INI file, such as the SystemDB, the UtilityDB, and other add-in Wizards. You can also maintain a host of other settings, including those for the run-time module. You can "archive" sets of libraries & easily switch them in and out of action. This program requires VBRUN300.DLL   (Available on THE ELECTRIFIED BBS: (619) 464-0188).

CDLIB.ZIP

Bytes: 65240

This is a sample data base for maintaining an audio CD library. It provides many sample techniques you can use in your own Access databases. Freeware.

ACCESSKB.ZIP

Bytes: 916,552

KB Help

File   Edit   Bookmark   Help

Contents | Search | Back | History | << | >>

Microsoft Access Knowledge Base

Welcome to the Microsoft Access Knowledge Base help file. This help system includes 800+ articles that relate to the Microsoft Access for Windows. These articles were developed by Microsoft's Product Support Engineers. This help file is a snapshot of the Knowledge Base as of August 18, 1993. New and updated articles can be found on both CompuServe and GENIE. This help file contains helpful tips, programming examples(INF), known problems(PRB, PRACC), References, FastTips and other information that may not be addressed in the manuals.

Please feel free to distribute this information in compliance with the terms of Microsoft.

Forms (Specific)
Forms/Reports (Common)
General
Import/Export/Attach
Interoperability
Macros
Printer Problems in Windows
Printing with Access
Programming
Queries
Reports (Specific)
Security

A huge windows help file containing Microsoft's Knowledge base for Access. The zip file is almost 1 meg in size. Contains Hints, Tips & Tricks, Questions and Answers on MS ACCESS. This is a must have file for anyone using Access!

These files are available in the Shareware libraries in the PRODUCT SHOWCASE   section of this magazine.

-OR-

Members of the BBS can obtain the above files from THE ELECTRIFIED BBS at

(619) 464-0188.

USING HYPERGRAPHICS IN YOUR ACCESS APPLICATIONS

by Anthony Gulino

One of the more powerful aspects of the Windows/Access team is how easily it allows the integration of graphics into your applications.   Graphics is the G in GUI and plays an integral part in any professional application development project.   The OLE and graphic support features in Access provide the ability to integrate graphic objects that add a new level of functionality to your database application.   This article discusses how to create and use HyperGraphics. Familiarity with the creation and use of Microsoft Access Forms and Command Buttons is assumed.

HyperGraphics Defined

A **HyperGraphic** is a graphic that, when clicked with the mouse, will cause an event to take place.   This very magazine contains many such graphics.   Most of the graphics here are single event HyperGraphics.   They perform the same action regardless of where they are clicked. Click on the HyperGraphic below to see this point illustrated.
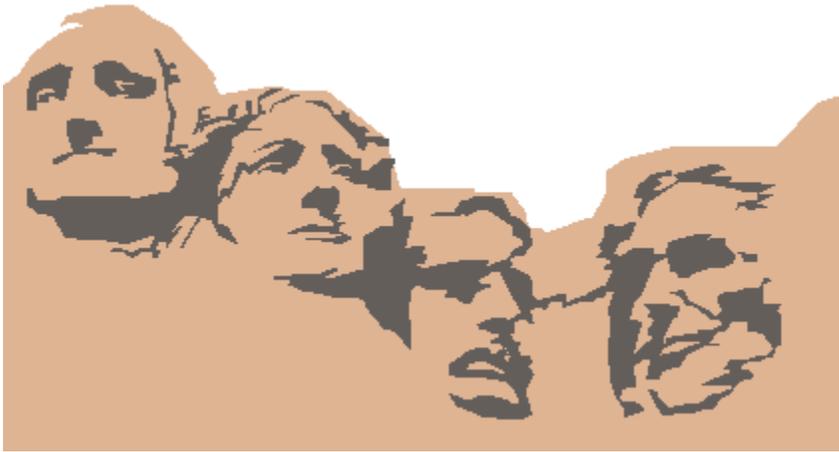
Also available are multiple event HyperGraphics.   These are graphics that allow different events to be carried out depending on the area of the graphic that is clicked.   A specific area of a HyperGraphic that causes an event when clicked is called a **hot spot**.   Click on the various hot spots of the HyperGraphic below to see this point illustrated.

These types of HyperGraphics are used often in Windows Help files.   They can provide general information, definitions or allow navigation within the file.   In Access you can use HyperGraphics to run any macro or code, and they are as easy to implement as a simple command button.

The Graphic

Choosing the graphic that you are going to use is probably the most challenging aspect of implementing HyperGraphic functionality.   Methods for obtaining graphics are ever increasing as their uses in everyday computing tasks expand.   Graphics can be obtained through scanning, from BBSs, created from scratch in a paint program such as Microsoft Windows Paintbrush, packaged with many popular application programs, purchased from clipart vendors and from many other sources.   In fact, the scope of this particular aspect of the process is more broad than can be covered in this article.   Provided, however, are general guidelines for your graphic selection.

When selecting a graphic for your application it is important to be aware of some fundamental design aspects.   A poorly produced graphic can distract or confuse a user and lessen the functionality of an otherwise well developed application.   A well produced graphic can add professionalism to your application and increase its functionality and ease of use.   Be aware of the following considerations when creating or selecting graphics:

- **Effectiveness**

Remember, functionality should be your first priority when designing an application.   You want the graphics to help create an intuitive environment for the user.   Use graphics that represent the action being carried out.   If the user can associate the image with an action then a large bite is taken out of the learning curve and the user will be more productive.

- **Appropriateness**

Be careful not to use images that will turn a user away.   It is important to be aware of your audience when developing a graphic.   Avoid the use of culture specific graphics, as the audience

of a well designed and implemented application can quickly and unexpectedly expand.   Use images that represent everyday activities and objects to insure immediate familiarity.

- **Style**

Be sure that the design and coloration, or lack thereof, is done in accordance with your application.   Carefully consider the stylistic aspects of your application and how the graphic fits in.   You do not want an especially brilliant graphic to distract attention from the rest of your interface.   Nor do you want an understated graphic that will fail to be understood as quickly or as accurately as intended.

The time that you take to be sure your graphic design is effective, appropriate and stylish will enhance your application's functionality and ease of use.

Adding HyperGraphics to a Form

To create a new HyperGraphic you first must place a graphic on your form in an Object Frame. To place a bitmapped graphic on a form, follow these steps:

1. Create or open a form.

2. Select the Object Frame control from the Toolbox and place it on your form.   You will be presented with the "Insert Object" dialog box.

3. Push the "File..." button and select the path and filename of your graphic.   Your graphic will be displayed in the Object Frame on your form.   If necessary, you may further edit your image by double-clicking the Object Frame.   The Paintbrush application will be opened and your image displayed.   When exiting Paintbrush be sure to select "Yes" when prompted with "Do you want to update the open embedded object before proceeding?", if you have made changes.

4. Re-size your control and select the appropriate "Scaling" property.   "Clip" will allow your graphic to retain its natural size and shape regardless of the size and shape of the Object Frame. "Scale" will force your graphic to adhere to the size and shape of the Object Frame.   "Zoom" will force your graphic to change its size with the Object Frame while retaining its relative dimensions.

5. Move your graphic to where it will reside on your form.

At this point you are ready to implement the event portion of your HyperGraphic.   You are not actually going to implement an event of the graphic itself, but of a transparent Command Button placed on top of the graphic.   This will give the illusion that the graphic is implementing an event when clicked.   To make your graphic a HyperGraphic, follow these steps:

1. Create a new Command Button over your Object Frame, sizing it to the same dimensions as the graphic.   You may find this easier to accomplish if you have selected the "Snap to Grid" item from the "Layout" menu.

2. Set the "On Push" property of the Command Button as you normally would to run whatever macro or function is required.

3. Set the "Transparent" property of the Command Button to "Yes".   The "Transparent" property, unlike the "Visible" property, will allow your button to remain active while removing it from view.   Only the graphic underneath the Command Button can be seen.

You now have a functioning single event HyperGraphic!   To create a HyperGraphic with multiple event hot spots, follow these steps and place several transparent command buttons over the appropriate areas of your graphic.

Uses

Use single event HyperGraphics on forms that are printed, for which a normal command button would be inappropriate.   The button could be replaced by a logo that adds style to the printed form.   Use a multiple event HyperGraphic to create an inventory control system in which the user can point to a location on a map and receive a report on what equipment or supplies exist or are required in the specific area.   The uses of HyperGraphics are limited only by your imagination.

The Windows Graphical User Interface grants you these advanced design capabilities, and Access makes them readily available and easy to use.   Make use of HyperGraphics to add professionalism and increased functionality to your applications.   Your users will appreciate a more intuitive application interface.

About the Author

WRITERS WANTED

WRITING FOR ELECTRIFIED ACCESS MAGAZINE

To find out how to become a Staff or Freelance writer for the magazine click on the appropriate command below.

About the Magazine

or

Staff Writers

or

Freelance Writers

or

Article Guidelines

or

Submitting an Article

ABOUT THE MAGAZINE

Six times a year WELSH COMMUNICATIONS publishes Electrified ACCESS MAGAZINE. It is an electronic magazine done in Windows 3.1 Help format. Using this method we can provide a colorful magazine with hypertext, pop up graphics, searching and printing capabilities.

The magazine features Reviews of commercial and Shareware ACCESS Add-ons, ACCESS articles, Tips and Tricks, New Products, Contests and more.

ELECTRIFIED ACCESS MAGAZINE (E.A.M.) is looking for many types of articles on MS ACCESS. Some suggestions include:

☞

New Products for Access

☞

Access Tips and Tricks

☞

Beginning Access Basic Programming (with source code)

☞

Advanced Access Basic Programming (with source code)

☞

Access DataBase Shareware Reviews

☞

Access Commercial Add-on Reviews

☞

Access Book Reviews

And many other interesting Access subjects.

STAFF WRITERS

Staff writers are responsible to write a monthly column. They have a deadline they must meet. They are paid more per article than Freelance writers. They receive a free subscription to the ELECTRIFIED BBS.

STAFF WRITER REQUIREMENTS

Staff Writers are responsible to write a monthly column and submit it by the 20th of each month.

A work by a staff writer will have priority over freelance submissions.

Staff Writers must maintain a very professional image when representing communications involving E.A.M. Magazine (such as requesting review copies of software, checking on a product or availability etc.)

Staff Writers must have a modem to call the Electrified BBS, Compuserve, or America On-Line to upload their work. They must also leave a message to the sysop stating what article subject they have in mind and if they are requesting a review copy of a program (so more than one Staff writer will not request the same program or write a similar article).

If a Staff Writer is unable to meet the above requirements they will lose Staff benefits and become a Freelance Writer.

The Publisher has final say on all submissions as to if and when they will be edited and/or published.

STAFF WRITER BENEFITS

Staff Writers will be paid $15.00 per published work. Work submitted but not published will NOT be paid. Checks will be issued one week following publication date. Staff Writers are independent contractors and must take care of   their own taxes on these checks.

E.A.M. Staff Writers receive a free subscription to the ELECTRIFIED BBS. Staff Writers will upload their work to a private section of the BBS. Staff will also have access to all of the Access file areas and message areas.

Staff Writers may use their position to request review copies of Visual Basic products from the companies who produce them. Many Software Vendors welcome the exposure a review of their software can bring them and you get to try out new products. (Remember - You must use the BBS to let other Staff know of your request. Otherwise conflicts may arise among Staff and Vendors. Also if you are doing a review with a requested product please complete it

in a reasonable time frame.

Staff writers may request Press Passes to computer shows so they can report on Access happenings in the industry.

Staff Writers may have a popup .BMP file at the end of their column letting everyone know who you are. If you also do Consulting, Custom Programming etc. you may use this popup as an ad for your services (these .BMP files must be approved by the publisher - if you have questions on this leave a message to the sysop on the ELECTRIFIED BBS).

The number of Staff positions is limited, so please hurry and apply today!

FREELANCE WRITERS

Freelance Writers have no deadline to meet. They can submit as many articles as they wish whenever they want. They are paid less than Staff writers. They do not receive a free subscription to the BBS.

FREELANCE WRITER REQUIREMENTS

Freelance writers may submit as many articles for possible publication as they want. There are no deadlines to meet.

Freelance writers DO NOT receive a free subscription to ELECTRIFIED BBS. Articles can still be uploaded to the BBS if you have a modem however your access will be limited to that and leaving messages to the sysop. You can of course purchase a subscription to the BBS if you wish so you can gain access to all of the Access file and message areas.

Freelance Writers may not request products for review from vendors by using E.A.M. Magazine in any way.

The Publisher has final say on all submissions as to if and when they will be edited and/or published.

FREELANCE WRITER BENEFITS

Freelance Writers will be paid $10.00 per published work. Work submitted but not published will NOT be paid. Checks will be issued one week following publication date. Freelance Writers are independent contractors and must take care of   their own taxes on these checks.

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WRITER'S GUIDELINES

Writers must submit all articles in either Word for Windows 2.0 (.DOC or .RTF), AMI PRO (.SAM or .RTF) or ASCII format.

All submissions must be your original work, written completely by you. They must be copyrightable by you.

When a work (article, review, program, source code etc.) is published by E.A.M. Magazine you are selling all rights to that individual work to WELSH COMMUNICATIONS (the publisher). WELSH COMMUNICATIONS is purchasing all future rights to your work, including but not limited to: publishing in E.A.M. Magazine, allow others to re-print your work (in whole or part) for use in E.A.M. Magazine or any other publication.

You must agree that E.A.M. Magazine has the exclusive right to publish and edit your work. E.A.M. Magazine can hold your work for up to 90 days before payment. Once your work has been submitted you can request E.A.M. Magazine to release your work, if unpublished.

SUBMITTING ARTICLES

After following the Guidelines you are then ready to submit your article. You can zip all of your work (your WinWord, AmiPro, or ASCII file; all .BMP files and a short text file with your name, address, phone and short description of your article) to the ELECTRIFIED BBS.

If you do not have a modem you can mail a disk with the above to:

WELSH COMMUNICATIONS
6343 EL CAJON BLVD. #112
SAN DIEGO, CA   92115

If you have any questions and you have a modem you can call (619) 464-0188 and leave a comment to the sysop.
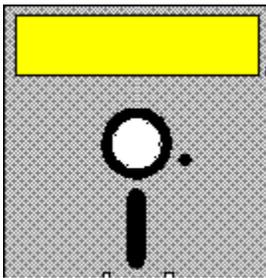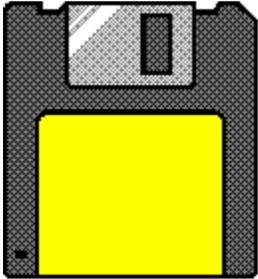
PRODUCT SHOWCASE

ACCESS SHAREWARE LIBRARY 1

THE ELECTRIFIED BBS

ACCESS SHAREWARE LIBRARY 1

This library contains MS ACCESS Shareware, Freeware and Public Domain files. All of these files are specially picked with the ACCESS user and Developer in mind. You get plenty of Custom Controls, DLL's, On-line Help files, Source Code and more.   NOTE: SHAREWARE PROGRAMS MAY REQUIRE SEPARATE PAYMENT MADE DIRECTLY TO THE AUTHOR FOR CONTINUED USE.

4MEG.TXT

Suggestions for performance enhancement for machines with 4 megs of RAM.

ABCLIS.ZIP

Example database shows how to do list functions based on RecordSets (Dynasets and Snapshots).   Also shows various techniques for working with lists - lists dependent on other controls, using OnDblClick to add items to list, and more.

ACCESSKB.ZIP

A huge windows help file containing Microsoft's Knowledge base for Access. The zip file is almost 1 meg in size. Contains Hints, Tips & Tricks, Questions and Answers on MS ACCESS. This is a must have file for anyone using Access!

ACCINI.TXT

A Generic MSACCESS.INI file.

ACCPAC.ZIP

Access Database Packer - This utility is used to compact or repair your MS Access databases without having to actually run a copy of Access. This program requires VBRUN300.DLL.

ACCPAN.ZIP

This utility lets you maintain various settings in your MSACCESS.INI file, such as the SystemDB, the UtilityDB, and other add-in Wizards. You can also maintain a host of other settings, including those for the run-time module. You can "archive" sets of libraries & easily switch them in and out of action. This program requires VBRUN300.DLL.

ACCSRV.ZIP

A WinWord Template(ACC_SRVR.DOT) to Demo Microsoft Access as a DDE Server to Microsoft Word via WordBasic. The macro requests Access's supported DDE Topics and Items. The macro executes Access Macros and SQL Statements.   It also extracts Data and Fields from Tables and Queries.

ACINST.ZIP

"ACINST.zip" contains the Microsoft Access Self Study Instructor's Guide. Includes both Microsoft Word and WordPerfect formats.

ACSELF.ZIP

"ACSELF.zip" contains the Microsoft Access Self Study.   Microsoft Word and WordPerfect versions are included.

BDAYS.ZIP

BDAYS.ZIP includes the function ElapsedBDays(), which allows you to find the number of BUSINESS days between two supplied dates, as well as a form displaying its use.   This module also includes a database for listing Holidays which are to be EXCLUDED from the list of business days, allowing for a more accurate count. FREE WARE.

BOOKS.TXT

"BOOKS.txt" is an ascii file that contains information on books written for Microsoft Access that are now available or will be soon.

CALNDR.ZIP

A Free calendar form for use in your Access applications. Call the calendar function with any date and the appropriate month will be displayed. You can press a button on the day square and return the selected date to your application.

CATLOG.ZIP

An Access database which contains a list of all the files that can be found in the MSACCESS Forum. You can quickly search for files in a certain section or just browse all the files. The description information is available so that you can quickly identify the file that you are looking for.

CDLIB.ZIP

Sample data base for maintaining an audio CD library. Provides sample techniques. Freeware.

CENTER.ZIP

This example consists of extracted code from a MS sample database. There is no native way in Access to center a form for some unknown display.   The MS sample db orderentry used Windows calls to center a form. These are the just the extracted routines needed to center a form and how to use them.

CHGPRN.ZIP

This is a text file containing some sample code for changing certain printer settings.

CLPBRD.ZIP

This is an example Access database that will demonstrate an example of retrieving information from the clipboard programmatically.   It uses several Window API functions.

COMBO.ZIP

Two functions and a form demonstrating filling lists.   Works for List Boxes and Combo Boxes.   This example fills one Combo Box with table info. and another with the field info. from that table.

COUNTE.ZIP

A modified version of MS's Order Entry database Customers form showing an implementation of a record counter which mimics ACCESS's horizontal scroll bar. Allows

entry of specific record numbers, just like the horizontal scroll bar, and adds a count of total records.   Macro and module included for incorporation into your application.

CUBSCO.ZIP

This database includes an example of validating a record on a form by making sure all fields have an entry. It is a sample database for keeping track of Cub Scout information.

CURREC.ZIP

This file contains information on moving the current record in a form to Word via DDE.

DB2.ZIP

How to get data from a previous record when the current record is an unsaved new record.

DBTIPS.ZIP

A Word for Windows document that gives the developer who is familiar with dBASE but new to Access information and guidance.   Some of the key differences between dBASE development and Access development are discussed here.

DDEOUT.TXT

Example of using Excel to send a macro name to Access via DDE. The macro checks a form which contains DDE links back to Excel to provide parameters to a query.

DIAL3.EXE

Self-extracting Archive. Add Phone Dialing capability to the PIM that ships with Access, or your other Access databases.   A simple routine that shows how to make the Windows API calls necessary to dial a phone.   V1.03.

DOMAIN.ZIP

This is a wizard that will guide you into creating a domain function for your query or form, (examples of domain functions are DLookUp, DSum, DAvg, etc.)

ERLIST.ZIP

This is a text file containing a list of Access Basic error messages sorted by error number.

EXESS.ZIP

An Excel macro which uses DDE to transfer some or all MS-ACCESS database records into a worksheet. MS-ACCESS is the DDE server.

FILTER.ZIP

The form frmSelect demonstrates a way to pinpoint a particular record by entering desired field values in combo boxes.   A parameterized query restricts both the form's dynaset and the values in the combos.

FIRST.ZIP

Form Design Tools, Menu Builder, Mac2Mod, and more in one .MDA.

FRMQRY.ZIP

This is an example of querying the underlying dynaset using a form and unboundields where the user can enter values for each and every field, or none at all to return all fields.   This example uses macros and queries to drive the process.

GALAXY.ZIP

A sample database that demonstrates a solution to relate multiple subforms (nesting only works 3 deep).

GRPINS.ZIP

Sample insurance prospect/client management system.   Demonstrates multiple subforms and use of queries to do most of the work.   Minimum use of macros and Access Basic code.

INSERT.ZIP

Example of how to let the user insert records in any desired order.

LABELS.ZIP

Sample database shows how to print multiple labels per record.   It also shows centering a form using code extracted from MS example (uses Win API).

LAUNCH.ZIP

This database includes an example of how you can insert new OLE objects programmatically.

LBSLCT.EXE

Self-extracting archive containing an article and also includes a database with the form and module described in the article. The article is in Word format.   A form created is one like those used in the MS Access Wizards where you select items from one list and place them into another list. The ">", ">>", "<", and "<<" buttons are used to move items from one list box to the other.

MEMBER.ZIP

Members is a sample application suitable for any organization that tracks memberships. It includes: user menu, configWizard, Tight Query, several many to many relationships and more.

MENU.ZIP

A wizard that will guide you to creating menus for your forms.

METER.ZIP

Database with a form and code to implement a progress meter which can be used to provide user's a graphical indication of a lengthy operation.   Includes sample code and docs. Free.

NOMENU.ZIP

An example database shows how to remove the System Menu and Resize icons from the Access menu bar when a form is Maximized.   Includes examples of how to modify the menu so that users can be prevented from closing the form as well as how to remove the menu bar altogether.

PBRUSH.ZIP

A sample which shows how you can store pictures outside of a database by pointing to them with a file name instead of storing their contents in a table.

PIMLIST.MDB

Two reports that are for the P.I.M. that is included in Access. Includes a macro to kick out both reports back to back.   This makes the P.I.M. a usable piece of software.

POPCLN.ZIP

A quick, small, popup calendar. Takes up very little screen real estate. Use in forms to easily set dates in controls, tables and queries.

PROMPT.EXE

Companion PROMPT.MDB database for the Microsoft Press book "Running Microsoft Access." File includes a text file describing enhancements in the database and corrections to text since book publication.

REPLAC.ZIP

.MDA file that provides a "Find and Replace" function for Queries, Forms, Reports, and Macros.

RESRCE.TXT

A text list of resources, including information on user groups and local training, journals and magazines about Microsoft Access, and books available in 1993.

SECWIZ.ZIP

A wizard for implementing security. It will add the proper permissions to the database, so it can not be modified. Although it may not apply in all situations it will give a good base to start with. A great time saver when setting up security. Version 1.0a.

SELAN.ZIP

PSEUDO-MULTI SELECTION LIST BOX Sample.

SELECT.ZIP

Shows how to do the multiselector list boxes where you want to select a number of objects. The logical construct is simple: a couple of listboxes filled by SQL, a table,   a form and autoexec macro.

SNDX.ZIP

This user defined function computes a four-digit Soundex code for a name. Based on the popular Russell Soundex algorithm.   This algorithm was designed for last name searches, but will work with other text strings.

SPELL.ZIP

This sample includes a function which allows you to spell out numbers for printing on checks. For example 123.45 becomes One Hundred twenty-three and 45/100.   This new version includes improvements and a new demo. FREE.

SPIN.ZIP

Sample database demonstrates the use of bitmap buttons to simulate "spin buttons." This allows you to easily increment or decrement a date or number field.

SYSINF.ZIP

This is a simple collection of 4 Access Basic functions which return information about the current Windows configuration (Mode, Free Resources, Coprocessor, and Free Memory). Calls Windows API functions.

TIMER.ZIP

A dll file that you can use to add a background timer capability to your application.

TLBAR3.ZIP

NEWUTIL.MDA is v. 3 of a replacement for UTILITY.MDA, featuring new buttons for the Access toolbars. To use the replacement library, edit the reference to UTILITY.MDA in the [Options] section of MSACCESS.INI file to NEWUTIL.MDA.

TOTLAC.ZIP

Text file describing Total Access, the Database Documentation program for MS Access. Total Access documents tables, fields, queries, forms, reports, macros, relationships and more. All output is Access Tables and over 30 reports are provided to print documentation in a variety of formats.

TRAIN.ZIP

An Access database with all known Authorized Training Centers who will be doing Access training.

UNION.ZIP

Database containing examples of a technique for faking an SQL UNION (something Access lacks). This technique uses a pure Query - no macros and no codes.

VBDDE.ZIP

From VB different DDE commands are sent to Access. Access is told to execute a SQL string passed by VB and return first, next rows, execute a macro, execute a query, return field names of table. Also, Access has an example of peeking and poking to VB.

VCR.EXE

An article that describes how to build a form that has the '<<', '<', '>' and '>>' (next prev) type buttons to navigate through a multi-page form.   This type of form is just like the ones used in Microsoft's Access Wizards but is alot easier to implement.   VCR.EXE is a self extracting archive.   It contains a readme file, the article as a Microsoft Word document, and the sample database that includes the form and code described in the article.

WAVMAC.ZIP

Access database that shows a few different ways to play and store Wav files in / through MS Access. It also has a registration routine, for those of you creating programs for distribution as Shareware.

WFUNCT.EXE

A Module that adds five functions to your ACCESS database.   Return a specific word within a string, count from either beginning or end.   Uppercase first character, or first character of every word in string. Change to lower case except for first character or first character of every word.   Access Basic code well documented.

WINEXI.ZIP

WIN EXIT V3.0. Utility that provides an iconized option menu to allow the user to quickly exit Access, Restart Windows or Reboot your Computer. If you have any unsaved work when you exit, Win Exit reminds you to save it.
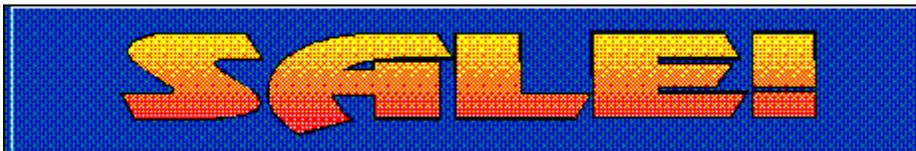
WIZARD.TXT

This is a text file that lists some of the available functions that you can call from Access Basic to generate new forms, reports and controls.

WIZDOC.ZIP

Four Knowledge Base articles on writing Wizards in one text file.

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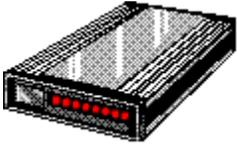DISK PREFERENCE: 5-1/4 [   ]   3-1/2 [   ]

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This is a depiction of the Mount Rushmore National Monument in South Dakota.

George Washington was the 1st President of the United States of America (1789-1797).

Thomas Jefferson was the 3rd President of the United States of America (1801-1809).

Theodore Roosevelt was the 26th President of the United States of America (1901-1909).

Abraham Lincoln was the 16th President of the United States of America (1861-1865).

Anthony Gulino is a Microsoft Access and Visual Basic application developer for the Health Net HMO, based in California.   He can be reached on CompuServe at 73201,1516, on Prodigy at WHXX40A and by the good old U.S. Postal Service at P.O. Box 571, Canoga Park, CA   91305.

ACCESS TIPS AND TRICKS

1.   Is your hard drive almost full? You can save some room by deleting files that are not necessary for Access to run. After you are familiar with Access you can delete CUECARDS.EXE, CUECARDS.LES and CUECARDS.DLL to free up 1.6 meg of disk space. You can also delete PIM.MDB and ORDENTRY.MDB to free up more space. These are sample database files.

2.   Is Access running slowly on your system? Add more RAM! Access runs OK on a fast system with 4 megs of RAM. When I bumped the RAM in my machine to 8 megs access ran noticeably faster.

3. Another speed up tip is to close other applications that you do not need before starting Access. Also, do not use wallpaper in Windows as they use up precious memory.