

## ACCESS 2007 EXPERT

Unit Standard	117927
NQF Level	4
Credits	6
Duration	1 Day
Pre-Requisite Training	Microsoft Access Advanced

### SYNOPSIS

This course continues from the Access 2007 Advanced course and takes the learner into the realm of completing their in-depth knowledge of this software.

### COURSE OUTLINE

- Add-ons to Access 2007;
- Using Scripts in Access 2007;
- Using Access to Collaborate;
- SQL and Microsoft Access 2007.

### COURSE OUTCOMES

Upon successful completion of this course, learners will be able to demonstrate their ability to:

- Locate and manage add-ins;
- Create a macro with the macro builder;
- Add some basic code to a Visual Basic program;
- Navigate around a SharePoint server;
- Personalise your Public and Private view;
- Recognise the use of different SQL statements.