



See more at [www.zandax.com/courses/access-advanced](http://www.zandax.com/courses/access-advanced)

Course information from ZandaX

## Microsoft Access 2013/2016 Advanced

A premier Microsoft Access training course from ZandaX

Course duration: 2 hours of highly focused content (Revisit, review and revise as often as you want)

### What you'll learn

- ✓ Advanced Data Management
  - ★ Understand how table relationships are created and recognise SQL code
- ✓ Advanced Form Tasks
  - ★ Create navigation and other specialist forms to achieve the complete user experience
- ✓ Automating Reports
  - ★ Use forms to launch reports without having to constantly change criteria in a query
- ✓ SQL and Microsoft Access
  - ★ Understand and Create useful SQL statements to manage your database with effectively
- ✓ Macros and Visual Basic for Applications (VBA)
  - ★ Create Macros and Procedures for bespoke functionality using the Developer tab
- ✓ Finishing the Application
  - ★ Use advanced Access features to secure a database and control how users access database objects

### What does our Access 2013/2016 Advanced course cover?

#### Become an Access Expert

Once you've mastered the process of managing and displaying your data, you'll want to move to a higher level.

In the Advanced course, you'll gain a solid understanding of advanced tools and concepts in Access that will increase your knowledge and productivity.

Please note that some of the lessons are quite technical and you should fully understand what's covered in the Introduction and Intermediate courses.

This Microsoft Access skills training course, like all our courses, has been developed over many years of classroom and online delivery. Content has been thoroughly researched and is constantly updated so it's always leading edge. It's delivered by professional presenters and is full of practical knowledge and solutions.

Still wondering whether to do the course?

Just think about this: how much would you benefit if you had better Microsoft access skills?

### Course requirements

Some of the lessons are quite technical and you must have a good working knowledge and understanding of the concepts covered in the Introduction and Intermediate courses.

### Who's this course for?

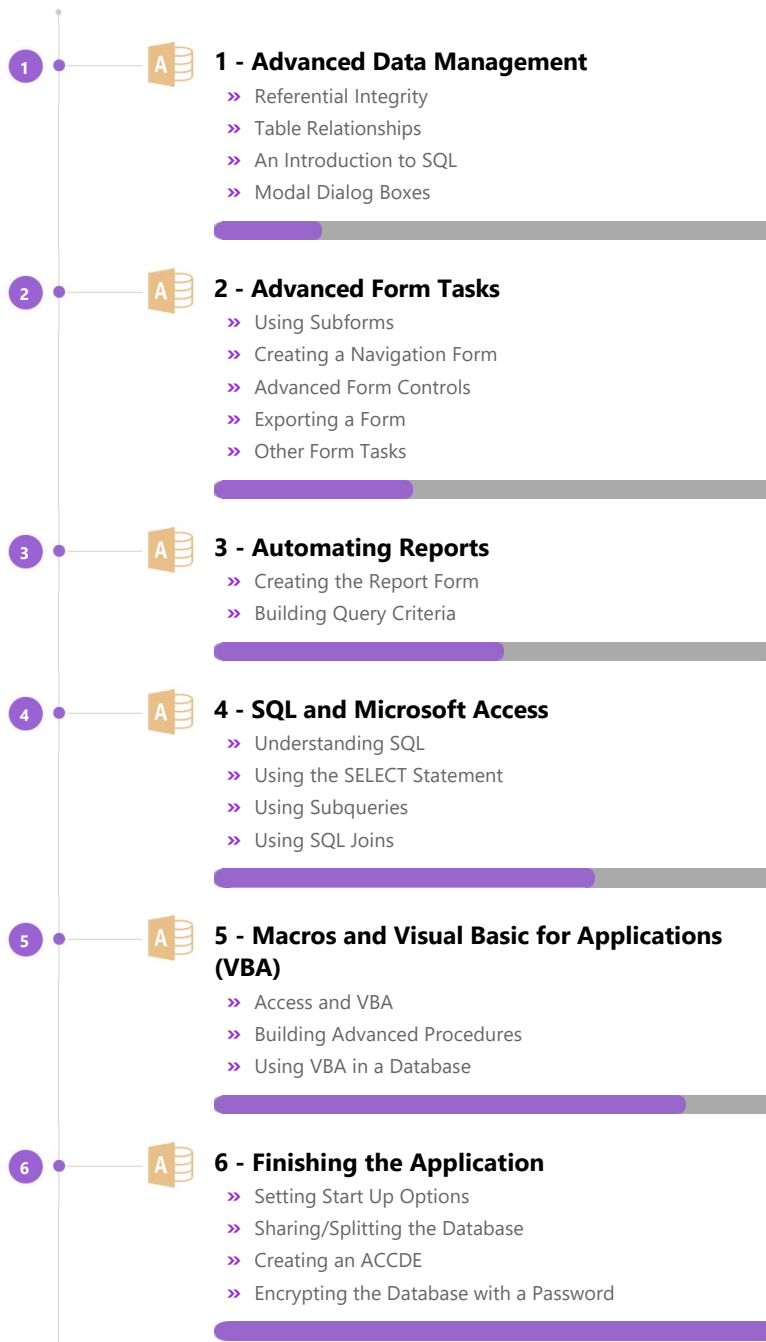
This course has been designed for users with a solid understanding of Microsoft Access who want to expand their capabilities further in a short space of time.

## CPD accredited course



This course is CPD accredited, which means that not only has it been rigorously assessed in terms of content and quality by the CPD, but you have learning options (see below) to get your own official CPD certificate.

## Course content for Microsoft Access 2013/2016 Advanced



## And There's a Great Workbook...

The CPD certificate you get with the Diploma and Professional course options will be your proof of **where you are**.

How about realizing your **full potential**?

The course comes with a great, results-focused downloadable workbook.

The workbook features:

- Demonstrations of how to do each lesson
- Space for **your own notes** alongside the lessons
- Skill Sharpeners to practice and hone your skills
- **Downloadable exercise files** for you to practice on



## More about the ZandaX Microsoft Access 2013/2016 Advanced course

### Get the Most From Your Databases

The Advanced course takes you to a level that will leave behind other office users of Access.

You'll learn about advanced data management, working with forms and automating reports at the highest level.

We'll introduce you to SQL, and take you to advanced queries, sub queries and joins, before covering macros, procedures and VBA.

If that sounds a little daunting, remember that because of the modular nature of our courses, you can choose what you want to learn, and cover them one at a time.

Watch the modules, revisit them time and again ... and have fun with improving your skills!

### Learning format

The course is offered as follows:

You'll learn using easy-to-follow on-screen videos which you can pause, re-run and revisit as often as you like, and also through interactive content with short quizzes and questions appropriate to the course subject. The course is arranged into modules, each with several lessons. Refer to the course content for more details on what's covered. You also get interactive content, a comprehensive workbook, with exercises and a course certificate as evidence that you have invested in your skills as part of your professional development.

### View this course online

Visit our website at [www.zandax.com/courses/access-advanced](http://www.zandax.com/courses/access-advanced) to view the latest details, including related courses, prices and quantity discounts.

**ZandaX**

ZandaX – Change Your Life ... Today

All content © ZandaX 2023



[www.zandax.com](http://www.zandax.com)