

## ACCESS 2003: BASIC FORM DESIGN 1:00PM-4:30PM

Available Dates: **Request Dates**

Class Length: **Half day**

Cost:

[Email Computer Visions about this class](#)

### **Class Outline:**

Target Audience:

Database designers

#### Course Overview

##### Course Outline

Unit 6 : Using forms

Topic A: 0 Creating forms

A-1: Examining a form

A-2: Creating a form by using AutoForm

A-3: Using the navigation bar

A-4: Using a form for data entry

Topic B: 0 Using the Form Wizard

B-1: Creating a form by using the Form Wizard

Topic C: 0 Using Design view

C-1: Creating a form in Design view

C-2: Adding a title to a form

C-3: Adding controls

C-4: Modifying properties

C-5: Inheriting properties

Topic D: 0 Finding, sorting, and filtering records

Unit 4 : Advanced form design

Topic A: 0 Adding unbound controls

A-1: Drawing a rectangle around a control

A-2: Changing tab order

Topic B: 0 Graphics

B-1: Adding a graphic to a form

B-2: Embedding a graphic in an unbound object frame

Topic C: 0 Adding calculated values

C-1: Binding a control to a calculated field

C-2: Creating a calculated control

Topic D: 0 Adding combo boxes