Tutorial 10 - Quick Check

*Tutorial 10.1 – Quick Check*

1. What is a macro? A macro is an action, or set of actions, that Access can perform automatically for you.
2. What is the Macro Designer? The Macro Designer is a development environment built into Access that allows you to create, view, and modify macros.
3. What does the MessageBox action do? It creates a Message Box on the user’s screen. Based on its 4 arguments (Message, Beep, Type, and Title) the message box can perform a variety of informational display tasks.
4. What are you trying to accomplish when you single step a macro? You are trying to conform the proper functioning of the macro being run (e.g. debugging).
5. What is an event property? An event property specifies how an object responds when an event occurs.
6. What is the purpose of the Where condition argument for the Open Form action? It determines which records are to be displayed based on the supplied criteria.
7. How do you change the picture on a command button? You open the property sheet, click on the Format tab, then the Picture box, then the Build button. This opens the Picture Builder dialog box that allows you to select from a list of pictures supplied with Access.

*Tutorial 10.2 – Quick Check*

1. What is a list box control? A list box provides the user with a list of options to select from to accomplish a given task.
2. What are system tables? These are tables created by Access that are necessary for its normal functioning. Users don’t normally interact with these tables, but they can be used to provide functionality within forms, queries, etc. that cannot be provided with normal user tables.
3. What is the Row Source property? This specifies the data source for a list box.
4. When does the Load event occur? This occurs when Access opens a form or report.
5. What is a navigation form? A navigation form is a form with tabs that allows you to display database objects in an organized way to users.