

Form Implementation

The Below shown diagrams will show how the forms were built and back end of the forms. A clear explanation of the VBA Codes will be shows.

1. The Welcome Screen – frmWelcomeScreen

The VBA code behind it. This Code will run on the Form Load.

```
Private Sub Form_Load()  
  
    'To hide the Ribbon menu  
    DoCmd.ShowToolbar "Ribbon", acToolbarNo  
  
    'To hide the Navigation pane  
    DoCmd.SelectObject acTable, , True  
    DoCmd.RunCommand acCmdWindowHide  
  
End Sub
```

2. The Login Form – frmLogin

The Submit Button will be Default disabled.

The VBA code behind the form

```
Option Compare Database
'set a public variable for the userlevel as Userlevel
Public UserLevel As String
'declare a variable for the timer as StartTimer
Dim StartTimer As Integer

Private Sub cmdSubmit_Click()
'set a public variable for the userlevel as Userlevel
'check if the user name is empty or not
If IsNull(Me.txtUser) Or Me.txtUser = "" Then
    'if it is show message
    MsgBox "User Name is Empty", vbInformation, "Login"
    'if it is empty the UserName text box and focus on it
    Me.txtUser.SetFocus
End If

Exit Sub

'check if the user name and password is matching
If (IsNull(DLookup("UserName", "tblUserDetails", "UserName = '" & Me.txtUser.Value & "'")) Or _
(IsNull(DLookup("Password", "tblUserDetails", "Password = '" & Me.txtPassword.Value & "'"))) Then
    'if it is not matching then show message
    MsgBox "Invalid User Name or Password", vbCritical, "Alert"
    'empty User name Text box
    Me.txtUser = ""
    'empty Password Text Box
    Me.txtPassword = ""
    'focus on the User Name Text Box
    Me.txtUser.SetFocus
    'disable password text box
    Me.txtPassword.Enabled = False
    'disable command button Submit
    Me.cmdSubmit.Enabled = False
Else
    'make the UserLevel variable equal to lookup the Userlevel from the User table
    UserLevel = DLookup("UserLevel", "tblUserDetails", "UserName = '" & Me.txtUser.Value & "'")
    'if the user is a manager
    If UserLevel = "Manager" Then
        ' call on the sub ClosenOpen
        Call ClosenOpen
        'Open form
        DoCmd.OpenForm "frmManagerAuthority"
    Else
        'Call on the sub ClosenOpen
        Call ClosenOpen
        'Open form
        DoCmd.OpenForm "frmMainMenu", acNormal, "", "", acFormReadOnly
    End If
End If

End Sub

Sub ClosenOpen()
'logstatus is a global variable set to pass on the userlevel of the user
logstatus = Me.UserLevel
'close form
DoCmd.Close acForm, "frmLogin", acSaveNo

End Sub

Private Sub Form_Load()
'set StartTimer variable to 30 seconds
StartTimer = 30
'set timerinterval equal to 1000 milliseconds
TimerInterval = 1000

End Sub
```

```

Private Sub Form_Timer()
'StartTimer is not equal to 30 second, so in this process it will count down. StartTimer = 30 - 1
StartTimer = StartTimer - 1
'if the StartTimer is equal to 0 Seconds
If StartTimer = 0 Then
'then timerinterval is equal to 0 seconds
TimerInterval = 0
'close form
DoCmd.Close acForm, "frmLogin", acSaveNo
'open form
DoCmd.OpenForm "frmWelcomeScreen", acNormal, "", "", acFormReadOnly, acWindowNormal

End If

End Sub

```

```

Private Sub txtPassword_Change()
'if the Password Text box is empty
If txtPassword.Text = "" Then
'then disable the command button Submit
cmdSubmit.Enabled = False

Else
'if the Password Text Box is not empty then enable the command button Submit
cmdSubmit.Enabled = True

End If

End Sub

```

```

Private Sub txtUser_Change()
'if the UserName text box is not empty then enable the Password Text box
txtPassword.Enabled = True
'if the User Name Text box is empty
If txtUser.Text = "" Then
'then disable the Password text box
txtPassword.Enabled = False

Else
'if the User Name Text box is not empty then enable the Password Text box
txtPassword.Enabled = True

End If

End Sub

```

3. The Full Authority Form – frmManagerAuthority

The Textbox is set invisible

Full Authority

User Control

Main Menu

Logout

The VBA Code behind the form

```
Private Sub Form_Load()  
'this is to pass on the user level. set text box equal to the variable Logstatus  
txtManager.Value = logstatus
```

```
End Sub
```

4. The User Control Form – frmUserControl

The Split datasheet will only show up in the Form View

frmUserControl

1 2 3 4 5 6 7 8 9 10 11 12 13 14

Form Header

User Control

Detail

UserID UserID Add

UserName UserName Save

Password Password Delete

Retype Password RetypePassword Back

UserLevel UserLevel

Form Footer

User Control

UserID 11 Add

UserName senith Save

Password **** Delete

Retype Password **** Back

UserLevel Staff

UserID	UserName	Password	Retype Password	UserLevel
11	senith	****	****	Staff
12	Rahul	****	****	Manager
* (New)				

The VBA Code behind the Form

```
Private Sub Command17_Click()
'The purpose of this is to check whether the user has filled all the Details or not

'Check if the TextBoxes are not Empty
If Me.UserName <> "" And Me.txtPass <> "" And Me.txtRPass <> "" And Me.UserLevel <> "" Then
'If the Textboxes are not Empty, this message will show up
MsgBox "User Details are successfully saved into the database", vbOKOnly, "User Control"
'Save Record
DoCmd.Save
'Set Focus to the UserID Text box
Me.UserID.SetFocus
Else
'If A Textbox is empty, this message will show up. without filling the details the user cannot move forward.
MsgBox "A textbox is empty. Please provide all the details", vbExclamation, "User Control"
End If
End Sub
```

```
Private Sub txtRPass_LostFocus()
'the purpose of this is to check if the retype password is matching the password.
'if password textbox value is not matching to retype password text box
If Me.txtPass <> Me.txtRPass Then
'then message will show up
MsgBox "Your 'Retype password' did not match your 'Password' field. Please enter these values again", vbCritical, "User Control"
'empty Password text box
Me.txtPass = ""
'Empty retype Password Text box
Me.txtRPass = ""
'set focus to the password text box to re-enter
Me.txtPass.SetFocus
End If
End Sub
```

5. The Main Menu – frmMainMenu

The screenshot shows the Microsoft Access form 'frmMainMenu'. The form is divided into several sections:


- Form Header:** Contains 'User Level: Unbound' and a date field set to '=Date()'. The date field is also labeled 'Unbound'.
- Detail:** Contains a subform titled 'Guests'.
 - Guests Subform Header:** Features a bird icon and the title 'Guests'. It includes buttons for 'Add New Guests', 'Search Guest', 'All Guest Details', and 'Refresh Details'.
 - Guests Subform Detail:** Contains fields for 'GuestID', 'Title', 'FirstName', 'LastName', 'Date', 'Age', 'StreetAddress', 'Town', and 'Country'.
- Form Footer:** Contains buttons for 'Back' and 'Log Out'.

If the User level is Manager then only the Back Button shows up

Main Menu

User Level:
20 April 2015
12:15:24 AM

Guests
Room
Bookings
Payment
Extra Charge
Booking Cancellation
Reports



Rooms

Add New Room
All Rooms
Available Rooms
Unavailable Rooms
Room Information
Refresh Details

RoomID	Room Number	Type	Notes	Cost PerNight	Availability
1	101	Standard	Good Conditio	£100.00	<input checked="" type="checkbox"/>
3	102	Supreme	Good conditio	£200.00	<input checked="" type="checkbox"/>
4	103	Deluxe	Good Conditio	£300.00	<input checked="" type="checkbox"/>
5	104	Standard	Good Conditio	£200.00	<input checked="" type="checkbox"/>
6	105	Supreme	BreakFast Inclu	£400.00	<input checked="" type="checkbox"/>
7	106	Deluxe	Booked	£500.00	<input type="checkbox"/>
8	107	Standard	Good Conditio	£550.00	<input checked="" type="checkbox"/>
9	108	Supreme	Air Condition F	£200.00	<input type="checkbox"/>
10	109	Deluxe	Booked	£1,000.00	<input type="checkbox"/>
11	110	Standard	Full Board	£800.00	<input checked="" type="checkbox"/>
12	125	Supreme	Full Board	£900.00	<input checked="" type="checkbox"/>
13	167	Deluxe	Repairs	£250.00	<input type="checkbox"/>
14	209	Standard	not in use	£250.00	<input type="checkbox"/>
15	99	Supreme	Good Conditio	£777.00	<input checked="" type="checkbox"/>
16	333	Standard	repairs	£223.00	<input type="checkbox"/>
* (New)	0			£0.00	<input type="checkbox"/>

Log Out

The VBA code behind the form

```

Private Sub Command69_Click()
'close form
DoCmd.Close
'open form
DoCmd.OpenForm "frmManagerAuthority", acNormal

End Sub

Private Sub Form_Load()
'this process is to pass on the user level
'set text box value equal to the variable logstatus
txt12.Value = logstatus
'if the text box value is equal to Manager
If txt12.Value = "Manager" Then
'make command button 'Back' visible
Command69.Visible = True

Else
'make command Button 'Back' invisible
Command69.Visible = False

End If

End Sub

Private Sub Form_Timer()
'this is used to display the time in the Main menu
Me.txtTimer.Value = Format(Time, "HH:mm:ss AM/PM")

End Sub

```

6. The Guest Details Form – frmGuestDetailsExtended

The screenshot shows the design view of the 'frmGuestDetailsExtended' form. It features a header section with a logo and the title 'Guests'. Below the header is a detail section with four buttons: 'Add New Guests', 'Search Guest', 'All Guest Details', and 'Refresh Details'. The main area of the form contains a table with fields for GuestID, Title, FirstName, LastName, Date, Age, Street Address, Town, Country, and Post/Zip Code. The form is designed with a grid layout and includes a footer section.

The screenshot shows the runtime view of the 'Guests Details' form. It displays a table of guest information with columns: GuestID, Title, FirstName, Last Name, Date of Birth, Age, Street Address, Town, Country, Post/Zip Code, and M. The table contains 10 rows of data.

GuestID	Title	FirstName	Last Name	Date of Birth	Age	Street Address	Town	Country	Post/Zip Code	M
57	Mrs.	Alice	Brady	31/07/1929	85	4 Bath Rd	WOODBOROUGH	United Kingdom	SN9 1JG	(447)-(74)
58	Mrs.	Elizabeth	Knight	23/12/1983	31	36 Prince Consort Road	KELTNEYBURN	United Kingdom	PH15 2DT	(447)-(98)
59	Mr.	Hamish	Dawson	17/01/1959	56	93 Tennyson Road	MARRICKVILLE SOUTH	Australia	NSW 2204	(660)-(25)
60	Mr.	David	Birnie	02/10/1985	29	76 Moruya Street	CRYSTAL CREEK	Australia	NSW 2484	(667)-(93)
61	Mrs.	Marina	Urner	31/03/1933	82	Invalidenstrasse 37	Höheinöd	Germany	66989	(889)-(92)
62	Ms.	Omali	Perera	10/10/1991	23	no 78, lake road	moratuwa	Sri Lanka	co 2349	(947)-(74)
70	Mr.	dilith	desilva	05/12/1991	23	no 19, dolalanada garde	thalawathugoda	Sri Lanka	co 10088	(779)-(05)
71	Master	Homer	Simpson	13/05/1997	17	1408 Poling Farm Road	Tekamah	United States	NE 68061	(947)-(74)

The VBA code behind the form

```

Private Sub Command11_Click()
'this is search guest process
'declare variables
Dim db As DAO.Database
Dim rs As DAO.Recordset
'set db as the current database
Set db = CurrentDb
'declare variables
Dim qry As String
Dim NIC As String
'when the Search Guest button is click The input box will show up
NIC = InputBox("Please enter NIC/Passport Number of the Guest", "Guest Data Entry")
'the Guest will be searched by his/hers NIC/Passport No
qry = "select * from qryGuestDetailsExtended where NICPassportNo = '" & NIC & "'"
Set rs = db.OpenRecordset(qry)

Me.frmGuestDetailsExtendedDS.Form.RecordSource = qry

End Sub

Private Sub Command16_Click()
'the browseto method is used to navigate between objects in place
DoCmd.BrowseTo acForm, "frmGuestDetailsExtendedDS", "frmMainMenu.NavigationSubform>frmGuestDetailsExtended.frmGuestDetailsExtendedDS", "", "", acFormReadOnly

End Sub

Private Sub Command22_Click()
'this process is done to refresh the subform
'declare a variable as ref
Dim ref As String

ref = ""
'the SourceObject property is to identify the form that is the source of the subform.
'give the name of the subform that needs to be refreshed
ref = frmGuestDetailsExtendedDS.SourceObject
frmGuestDetailsExtendedDS.SourceObject = ref
End Sub

```

7. The Guest Data Entry form – frmGuestDE

The VBA code behind the form

```

Private Sub Command31_Click()
'The purpose of this is to check whether the user has filled all the Details or not

'Check if the TextBoxes are not Empty
If Me.GuestID <> "" And Me.Title <> "" And Me.FirstName <> "" And Me.LastName <> "" And Me.DOB <> "" _
And Me.StreetAddress <> "" And Me.Town <> "" And Me.Country <> "" And Me.Mobile <> "" And Me.NICPassportNo <> "" Then
'If the TextBoxes are not Empty, this message will show up
MsgBox "Guest Details are successfully saved into the database", vbOKOnly, "Guest Data Entry"
'Save Record
DoCmd.Save
'Close Form
DoCmd.Close
Else
'If A Textbox is empty, this message will show up. without filling the details the user cannot move forward.
MsgBox "A textbox is empty. Please provide all the details", vbExclamation, "Guest Data Entry"
End If
End Sub

```


8. The Room Details Form – frmRoomDetailsExtended

frmRoomDetailsExtended

Form Header

Rooms

Detail

Add New Room All Rooms Available Rooms Unavailable Rooms Room Information Refresh Details

Form Header

Detail

RoomID RoomID

Room Number RoomNumber

Type Type

Notes Notes

Cost Per Night CostPerNight

Availability ☒

Form Footer

Room Details

Rooms

Add New Room All Rooms Available Rooms Unavailable Rooms Room Information Refresh Details

RoomID	Room Number	Type	Notes	Cost PerNight	Availability
2	101	Standard	Good Conditio	£100.00	<input checked="" type="checkbox"/>
3	102	Supreme	Good conditio	£200.00	<input checked="" type="checkbox"/>
4	103	Deluxe	Good Conditio	£300.00	<input checked="" type="checkbox"/>
5	104	Standard	Good Conditio	£200.00	<input checked="" type="checkbox"/>
6	105	Supreme	BreakFast Incl	£400.00	<input checked="" type="checkbox"/>
7	106	Deluxe	Booked	£500.00	<input type="checkbox"/>
8	107	Standard	Good Conditio	£550.00	<input checked="" type="checkbox"/>
9	108	Supreme	Air Condition f	£200.00	<input type="checkbox"/>
10	109	Deluxe	Booked	£1,000.00	<input type="checkbox"/>
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13	167	Deluxe	Repairs	£250.00	<input type="checkbox"/>
14	209	Standard	not in use	£250.00	<input type="checkbox"/>
15	99	Supreme	Good Conditio	£777.00	<input checked="" type="checkbox"/>
16	333	Standard	repairs	£223.00	<input type="checkbox"/>
*(New)	0			£0.00	<input type="checkbox"/>

The VBA code behind the form

```

Private Sub Command11_Click()
'this process is done to refresh the subform

'declare a variable as ref
Dim ref As String

ref = ""
'the SourceObject property is to identify the form that is the source of the subform.
'give the name of the subform that needs to be refreshed
ref = DS.SourceObject
DS.SourceObject = ref

End Sub

Private Sub Command3_Click()
'the browseto method is used to navigate between objects in place
'show only the available rooms
DoCmd.BrowseTo acForm, "frmRoomDetailsExtendedDS", "frmMainMenu.NavigationSubform>frmRoomDetailsExtended.DS", "[Active]=True", "", acFormReadOnly

End Sub

Private Sub Command4_Click()
'the browseto method is used to navigate between objects in place
'show only the unavailable rooms
DoCmd.BrowseTo acForm, "frmRoomDetailsExtendedDS", "frmMainMenu.NavigationSubform>frmRoomDetailsExtended.DS", "[Active]=False", "", acFormReadOnly

End Sub

Private Sub Command8_Click()
'the browseto method is used to navigate between objects in place
'to Display all the Room Details
DoCmd.BrowseTo acForm, "frmRoomDetailsExtendedDS", "frmMainMenu.NavigationSubform>frmRoomDetailsExtended.DS", "", "", acFormReadOnly

End Sub

```

9. The Room Data Entry Form – frmRoomDE

The image shows two parts of the Room Data Entry Form (frmRoomDE). On the left is the main form interface, which includes a 'Detail' section with fields for RoomID*, RoomID, Room Number*, RoomNumber, Room Type* (with a dropdown menu showing 'Type'), Note* (with a dropdown menu showing 'Notes'), Room Cost* (with a dropdown menu showing 'CostPerNight'), and Availability* (with a checked checkbox). Below these fields are four buttons: Add, Save, Delete, and Back. On the right is a separate 'Add New Room' dialog box. This dialog box contains the same set of fields as the main form, with values entered: RoomID* (2), Room Number* (101), Room Type* (Standard), Note* (Good Condi), Room Cost* (£100.00), and Availability* (checked). At the bottom of the dialog box are four buttons: Add, Save, Delete, and Back.

The VBA code behind the form

```

Private Sub Command19_Click()
'The purpose of this is to check whether the user has filled all the Details or not

'Check if the TextBoxes are not Empty
If Me.RoomID <> "" And Me.RoomNumber <> "" And Me.Type <> "" _
And Me.Notes <> "" And Me.CostPerNight Then
'If the Textboxes are not Empty, this message will show up
MsgBox "Room Details are successfully saved into the database", vbOKOnly, "Add New Room"
'Save Record
DoCmd.Save
'Close Form
DoCmd.Close

Else
'If A Textbox is empty, this message will show up. without filling the details the user cannot move forward.
MsgBox "A textbox is empty. Please provide all the details", vbExclamation, "Add New Room"

End If

End Sub


```

10. The Room Information Form – frmRoomInformation

For this form there won't be any code written.

frmRoomInformation

Form Header

 Room Information

Detail

Standard Room Features:	Supreme Room Features:	Deluxe Room Features:
•Non-smoking.	•Non-smoking.	•Non-smoking.
•Television.	•Television.	•Television.
•Air condition.	•Air condition.	•Air condition.
•Mini bar.	•Mini bar.	•Mini bar.
•Seating area.	•Seating area.	•Seating area.
•Private bathroom.	•Private bathroom.	•Private bathroom.
•Coffee/tea maker.	•Coffee/tea maker.	•Coffee/tea maker.
•In-room safe.	•In-room safe.	•In-room safe.
•television	•television	•Free WiFi access
•DVD/CD player	•DVD/CD player	•24-hour butler service.
		•television
		•DVD/CD player

Children:


Infants 0 – 5 years -----> Stay for free, if using existing bedding.
Note: - if you need a cot there may be an extra charge.

Children 6 – 12 years -----> Stay for free, if using existing bedding.

•Guests over 2 years old are considered as an adult.

Back

Room Information

 Room Information

Standard Room Features:	Supreme Room Features:	Deluxe Room Features:
•Non-smoking.	•Non-smoking.	•Non-smoking.
•Television.	•Television.	•Television.
•Air condition.	•Air condition.	•Air condition.
•Mini bar.	•Mini bar.	•Mini bar.
•Seating area.	•Seating area.	•Seating area.
•Private bathroom.	•Private bathroom.	•Private bathroom.
•Coffee/tea maker.	•Coffee/tea maker.	•Coffee/tea maker.
•In-room safe.	•In-room safe.	•In-room safe.
•television	•television	•Free WiFi access
•DVD/CD player	•DVD/CD player	•24-hour butler service.
		•television
		•DVD/CD player

Children:

Infants 0 – 5 years -----> Stay for free, if using existing bedding.
Note: - if you need a cot there may be an extra charge.

Children 6 – 12 years -----> Stay for free, if using existing bedding.


•Guests over 2 years old are considered as an adult.

Back

11. The Booking Details Form – frmBookingDetailsExtended

frmBookingDetailsExtended

Form Header

 Bookings

Detail

Add New Booking Refresh Details

Form Header	Detail
BookingID	BookingID
RoomID	RoomID
GuestID	GuestID
No of Adults	NoOfAdults
No of Children	NoOfChildren
No of Nights	NoOfNights
CheckIn Date	CheckInDate
CheckIn Time	CheckInTime
CheckOut Date	CheckOutDate
CheckOut Time	CheckOutTime

Form Footer

[Add New Booking](#)[Refresh Details](#)[illegible]

The VBA code behind the form

```
Private Sub Command14_Click()  
'this process is done to refresh the subform  
  
'declare a variable as ref  
Dim ref As String  
  
ref = ""  
'the SourceObject property is to identify the form that is the source of the subform.  
'give the name of the subform that needs to be refreshed  
ref = frmBookingDetailsExtendedDS.SourceObject  
frmBookingDetailsExtendedDS.SourceObject = ref  
  
End Sub
```

12. The Booking Data Entry Form – frmBookingDE

The screenshot shows the 'frmBookingsDE' application window. The 'Detail' form is active, displaying a grid of input fields and buttons. The fields are arranged in two columns: Booking ID*, Guest ID*, CheckIn Date*, CheckIn Time, CheckOut Date*, and CheckOut Time. The buttons at the bottom are Add, Save, Delete, and Back. The application has a standard Windows-style title bar and a menu bar with a 'File' menu.

Bookings Data Entry

Booking Details

Room Details

Extra Charge

Booking ID*

46

Guest ID*

Omalil

▼

CheckIn Date*

02/08/2014

CheckIn Time

11:00 AM

CheckOut Date*

03/08/2014

CheckOut Time

11:00 AM

Add

Save

Delete

Back

The VBA code behind the form

```

Private Sub CheckOutDate_LostFocus()
'This will check if the Checkout Date is Before Checkin Date or not

'Is Checkout Date before Checkin Date
If Me.CheckOutDate <= Me.CheckInDate Then
    'If it is then message box will show up
    MsgBox "CheckOut Date Cannot be before or on the same day as CheckIn Date", vbCritical, "Bookings Data Entry"
    'After the message box is closed, the Checkout Date TextBox will get fouced to re-enter
    Me.CheckOutDate.SetFocus
End If

End Sub

Private Sub Command19_Click()
'The purpose of this is to check whether the user has filled all the Details or not

'Check if the TextBoxes are not Empty
If Me.BookingID <> "" And Me.GuestID <> "" And Me.CheckInDate <> "" _
    And Me.CheckOutDate <> "" And Me.RoomID <> "" And Me.Combo95 <> "" _
    And Me.NoOfAdults <> "" And Me.NoOfChildren <> "" And Me.NoOfNights <> "" _
    And Me.Active <> "" And Me.Notes <> "" Then
    'If the TextBoxes are not Empty, this message will show up
    MsgBox "Booking Details are successfully saved into the database", vbOKOnly, "Bookings Data Entry"
    'Save Record
    DoCmd.Save
    'Close form
    DoCmd.Close
Else
    'If A Textbox is empty, this message will show up. without filling the details the user cannot move forward.
    MsgBox "A textbox is empty. Please provide all the details", vbExclamation, "Bookings Data Entry"
End If

End Sub

```

13. The Payment Details Form – frmPaymentDetailsExtended

The screenshot shows the 'frmPaymentDetailsExtended' form. It features a header section with a logo and the word 'Payment'. Below the header is a detail section with three buttons: 'Make Payment', 'Print Receipts', and 'Refresh Details'. The main area of the form contains a table with fields for Payment ID, Guest ID, Booking ID, Room ID, Card Holders First, Card Holders Last, Credit Card Type, Credit Card Number, and Expiry Date. Each field has a corresponding data entry field next to it.

Field	Data Entry Field
Payment ID	PaymentID
Guest ID	GuestID
Booking ID	BookingID
Room ID	RoomID
Card Holders First	CardHoldersFirstN
Card Holders Last	CardHoldersLastN
Credit Card Type	CreditCardType
Credit Card Number	CreditCardNumbe
Expiry Date	ExpiryDate

Make Payment

[Print Receipts](#)[Refresh Details](#)[illegible]

```
Private Sub Command7_Click()  
    'this process is done to refresh the subform  
  
    'declare a variable as ref  
    Dim ref As String  
  
    ref = ""  
    'the SourceObject property is to identify the form that is the source of the subform.  
    'give the name of the subform that needs to be refreshed  
    ref = frmPaymentDetailsExtendedDS.SourceObject  
    frmPaymentDetailsExtendedDS.SourceObject = ref  
  
End Sub
```

The screenshot displays the 'frmPaymentStepOneDE' form. It features a 'Detail' section with the following fields:

- PaymentID*
- BookingID*
- Card Holders First Name*
- Card Holders Last Name*
- Credit Card Type*
- Credit Card Number*
- Expiry Date*

Below these fields are five blue buttons arranged vertically:

- Add
- Save
- Confirm Payment
- Delete
- Back

Payment - Step One

Payment ID*

1

Booking ID*

46

▼

Card Holders First Name*

senith

Card Holders Last Name*

desilva

Credit Card Type*

Visa

▼

Credit Card Number*

1234 4356 7657 4567

Expiry Date*

01/12/2019

Add

Save

Confirm Payment

Delete

Back

The VBA code Behind the Form

```
Private Sub Command19_Click()
'The purpose of this is to check whether the user has filled all the Details or not

'Check if the TextBoxes are not Empty
If Me.PaymentID <> "" And Me.BookingID <> "" And Me.CardHoldersFirstName <> "" _
And Me.CardHoldersLastName <> "" And Me.CreditCardType <> "" And Me.CreditCardNumber <> "" _
And Me.ExpiryDate <> "" Then
'If the TextBoxes are not Empty, this message will show up
MsgBox "Payment Details are successfully saved into the database", vbOKOnly, "Payment - Step One"
'Save Record
DoCmd.Save
'Enable the command button 20
Me.Command20.Enabled = True
Else
'If A Textbox is empty, this message will show up. without filling the details the user cannot move forward.
MsgBox "A textbox is empty. Please provide all the details", vbExclamation, "Payment - Step One"
'disable the command button 20
Me.Command20.Enabled = False
End If
End Sub
```

15. The Payment Step Two Form – frmPaymentStepTwo

For this form there won't be any code written.

16. The Receipts Form – frmReceipts

For this form there won't be any code written.

Form Header

Hotel Lagoon Dining
No.556, De Soyza Road,
Moratuwa,
Sri Lanka.

Close Find Receipt Print Receipt

Detail

Guest Name GuestID
BookingID BookingID

Bill To

Title Title
LastName LastName
StreetAddress StreetAddress
Town Town
Country Country

Payment Details

Card Holders First Name CardHoldersFirstName
Credit Card Type CreditCardType
Credit Card Number CreditCardNumber
Expiry Date ExpiryDate

Total Cost

Cost Per Night CostPerNight
No Of Nights NoOfNights
Extra Charge Amount Amount

Total Cost = Total Cost

Form Footer

Receipt

Hotel Lagoon Dining
No.556, De Soyza Road,
Moratuwa,
Sri Lanka.

Close Find Receipt Print Receipt

Guest Name Omali
BookingID 46

Bill To

Title Ms.
LastName Perera
StreetAddress no 78, lake road
Town moratuwa
Country Sri Lanka

Payment Details

Card Holders First Name senith
Credit Card Type Visa
Credit Card Number 1234 4356 7657 4534
Expiry Date 01/12/2019

Total Cost

Cost Per Night 1,000.00
No Of Nights 2
Extra Charge Amount 20.00

Total Cost = £2,020.00

17. The Extra Charge Details Form – frmExtraChargeExtended

Form Header

Extra Charge

Detail

ExtraChargeID ExtraChargeID
Item Item
Amount Amount

Add New ExtraCharge Refresh Details

Form Footer

Extra Charge Details

Extra Charge

Add New ExtraCharge Refresh Details

ExtraChargeID	Item	Amount
4	Package one (Babycot with a Baby Bath Tub)	£50.00
6	Package Two (Lunch and Buffet)	£100.00
10	Package Three (Dinner and Buffet)	£100.00
11	Extra Bed	£20.00
*	(New)	£0.00

The VBA Code behind the form is

```
Private Sub Command8_Click()
'this process is done to refresh the subform

'declare a variable as ref
Dim ref As String

ref = ""
'the SourceObject property is to identify the form that is the source of the subform.
'give the name of the subform that needs to be refreshed
ref = frmExtraChargeExtendedDS.SourceObject
frmExtraChargeExtendedDS.SourceObject = ref

End Sub
```

18. The Extra Charge Data Entry Form –frmExtraChargeDE

The VBA Code behind the form

```
Private Sub Command19_Click()
'The purpose of this is to check whether the user has filled all the Details or not

'Check if the TextBoxes are not Empty
If Me.ExtraChargeID <> "" And Me.Item <> "" And Me.Amount <> "" Then
    'If the TextBoxes are not Empty, this message will show up
    MsgBox "Extra Charge Details are successfully saved into the database", vbOKOnly, "Add New ExtraCharge"
    'Save Record
    DoCmd.Save
    'Close form
    DoCmd.Close
Else
    'If A Textbox is empty, this message will show up. without filling the details the user cannot move forward.
    MsgBox "A textbox is empty. Please provide all the details", vbExclamation, "Add New ExtraCharge"
End If

End Sub
```

19. The Booking Cancellation Details Form – frmBookingCancellationExtended

BookingCancellationID	BookingID	GuestID	RoomID	ExtraChargeID	Cancellation Date	Cancellation Time
2	47	70	7	10	19/04/2015	11:27 PM
*(New)	0	0	0	0	20/04/2015	01:05 AM

The VBA Code behind the Form

```
Private Sub Command5_Click()
'this process is done to refresh the subform

'declare a variable as ref
Dim ref As String

ref = ""
'the SourceObject property is to identify the form that is the source of the subform.
'give the name of the subform that needs to be refreshed
ref = frmBookingCancellationExtendedDS.SourceObject
frmBookingCancellationExtendedDS.SourceObject = ref

End Sub
```

20. The Reports Form – frmReports

For this there won't be any code written.

The screenshot shows a form titled "frmReports" with a "Detail" section. The grid contains the following text:

To View a Report Choose one from the following Categories

A 3D figure holding a large red arrow points towards a list of report categories:

- Guest Reports
- Booking Reports
- Financial Reports

The form has a "Reports" tab at the bottom.

To View a Report Choose one from the following Categories



- Guest Reports
- Booking Reports
- Financial Reports

21. The Guest Report – frmGuestReports

The screenshot shows a form titled "frmGuestReports" with a "Detail" section. The grid contains the following text:

Guests Summary

Room And ExtraCharge

Age Category

Unbound

Close

Next to the grid is a separate form titled "Guest Reports" with the following elements:

- Guests Summary
- Room And ExtraCharge
- Age Category
- Unbound
- Close

The VBA Code behind the Form

```
Private Sub Command3_Click()  
    'A combo box is created with the names Teens, Adults and Seniors.  
    'if combo box is equal to teens  
    If Me.Combo4 = "Teens" Then  
        'open form  
        DoCmd.OpenReport "rptAgeTeens", acViewReport  
    'if combo box is equal to adults  
    ElseIf Me.Combo4 = "Adults" Then  
        'open form  
        DoCmd.OpenReport "rptAgeAdults", acViewReport  
    'if combo box is equal to seniors  
    ElseIf Me.Combo4 = "Seniors" Then  
        'open form  
        DoCmd.OpenReport "rptAgeSeniors", acViewReport  
  
    Else  
        'if the combo box is not selected then message will show up  
        MsgBox "Please select the Age category from the drop down list given below", vbOKOnly  
        'set focus to the combo box  
        Me.Combo4.SetFocus  
    End If  
End Sub
```

22. The Booking Reports – frmBookingReports

For this there won't be any code written

The image shows two views of the 'frmBookingReports' form. On the left is the Design View, which features a grid background with a 'Detail' section containing two blue buttons: 'Country with most Bookings' and 'Close'. On the right is the runtime view of the form, which has a blue title bar and a white body. It contains the same two blue buttons, with the 'Country with most Bookings' button having a dashed border. The form is titled 'Booking Reports'.

23. The Financial Reports – frmFinancialReports

For this there won't be any code written

The image shows two views of the 'frmFinancialReports' form. On the left is the Design View, which features a grid background with a 'Detail' section containing four blue buttons: 'Total Cost', 'Monthly Income', 'Annual Income', and 'Close'. On the right is the runtime view of the form, which has a blue title bar and a white body. It contains the same four blue buttons, with the 'Total Cost', 'Monthly Income', and 'Annual Income' buttons having dashed borders. The form is titled 'Financial Reports'.