

Hi [FirstName],

Simply Access Tips

Issue 5 – 2007

February 12th, 2007

Welcome to the fifth edition of Simply Access Tips for 2007.

I have added the housekeeping section to the bottom of the Newsletter so, if you need to know how to unsubscribe, white-list, etc., then scroll to the bottom.

Weekly Update

Hello [FirstName],

It bucketed down last night (rained heavily), which was great. Not enough, as per usual, but enough to keep the plants happy.

Went for a paddle this morning in my kayak. The local lake where we usually paddle is drying up due to lack of water. We now touch the bottom with our paddles many times in one lap (1 lap is about 1 kilometer), not that I would know as I have given up paddling there. I was just getting slower and slower as the lake was getting lower and lower which, when you are making considerable effort with training and trying to lose weight, this can be very disheartening.

I have opted to drive out of town (about 30 minutes) to a stretch of water that is about 1 km in length and is so deep that you cannot touch the bottom even if you fall out (which I have). There are a few underwater stumps that sometimes catch us unaware, but other than that, it is great.

There was a group of six of us out there this morning. One in the group was my husband. He and I are celebrating our 24th wedding anniversary today, so it is fitting that we went for a paddle as we competed in a race on our honeymoon, many many years ago.

I have eight weeks to go until the Australian Titles – of which I hope to compete in the Vet 45 division. I am beginning to feel like I will get there.

Julie

Questions

Unfortunately, I am unable to answer individual questions personally via email. Purely due to the fact that all I would do is answer questions. You do, though, have three other options for me to answer your questions:

- 1) I can include them in an edition of Simply Access Tips (if you do not mind your question being shared). There may be a wait before they are included, depending on how many I have.
- 2) You can go to All Experts and post your question there; I answer one question per day from All Experts (this helps to keep control of the questions):

<http://www.allexperts.com/browse.cgi?catLvl=3&catID=1440>

If I am not available, there are many other experts.

- 3) Or, you can subscribe to my Question Subscription Service, \$23.95 AUD per month, for unlimited questions:

<http://www.simply-access.com/MicrosoftAccessQuestions.html>

Product of the week

Learn VBA

You may have noticed I have used VBA code in some of my answers. If you would like to learn this valuable skill to enable you to expand the flexibility of your Microsoft Access database, then click below to get your first lesson free, or cut and paste into your URL Address bar. You will need to scroll to the bottom of the page and enter your information into the form.

<http://www.simply-access.com/LearnVBA.html>

Tips

NOTE: If you are copying code from the tips and find it is not copying correctly – i.e. the html is also being copied, then copy them into NotePad first (not Microsoft Word, as Word keeps the formatting) then copy from NotePad into Microsoft Access.

Tip 1: *Counting the Number of Words in a Memo Field*

Question:

I have built a database. In this database I have a field name (Note) (Memo type). I need code so that I can count the words in this field without the spaces and put the number in a text field like (3) WORDS.

Answer:

Try the following:

Open the Modules section of Microsoft Access and create a new module.

Paste the following code into this new module:

```
Public Function fHowManyWords(NameOFField As String)
Dim str As String
str = NameOFField

If Len(str) = 0 Then
    fHowManyWords = 0
Else

    'Start by trimming leading/trailing spaces
    str = Trim(str)

    'Now, while we have 2 consecutive spaces, replace them
    'with a single space...
    Do While InStr(1, str, " ")
        str = Replace(str, " ", " ")
    Loop

    Dim aWords
    aWords = Split(str, " ")
    fHowManyWords = UBound(aWords) + 1

End If
End Function
```

Save this module by clicking on the save icon on the toolbar. Close the module.

Open a new query.

In the first row of the first column, type the following:

WordNumber: “(“ & IIf(IsNull([Note]),0,fHowManyWords([Note])) & “) WORDS”

This will return a zero if there are no words (Null), otherwise it will run the function and return how many words there are.

Tip 2: *Hiding a Table in Microsoft Access*

You may wish, at times to hide tables in Microsoft Access. To do this:

Right-click on the table and select 'Properties' from the drop-down list. Next to attributes, click on Hidden then, click on Apply. This will hide your table.

Close the window. Your table will be gone.

To view your table:

On the menu bar, click on Tools > Options.

On the general tab, check 'Hidden objects' > Apply,

Close the window, your table will now be visible but paler than the other tables. Just uncheck 'Hidden Objects' to re-hide the table.

I realise this is not foolproof, but unless the users are Microsoft Access proficient, they most likely will not know about this.

Tip 3: *Set Primary Keys for a Table using VBA Code*

Question

I need to know how to set a primary key for a linked table in VBA.

Answer:

Try the following:

```
Public Sub createPKI()
```

```
    On Error GoTo ErrHandler
```

```
    Dim db As Database  
    Dim tbl As TableDef  
    Dim fld As DAO.Field  
    Dim idx As DAO.Index
```

```
    Set db = CurrentDb()  
    Set tbl = db.TableDefs("tblYourTableName")  
    Set idx = tbl.CreateIndex("PrimaryKey")
```

```
    Set fld = idx.CreateField("YourFieldNameID")
```

```
idx.Fields.Append fld
idx.Primary = True
tbl.Indexes.Append idx
```

EmptyAll:

```
Set fld = Nothing
Set idx = Nothing
Set tbl = Nothing
Set db = Nothing
```

Exit Sub

ErrorHandler:

```
MsgBox "Error #" & Err.Number & vbCrLf & vbCrLf & Err.Description
```

```
GoTo EmptyAll
```

End Sub

Housekeeping

Once again, just a quick reminder: Please ensure the following email address is white-listed with your ISP:

jmisson@iprimus.com.au

This will ensure the weekly arrival of this Newsletter.

Unsubscribe

To unsubscribe to this Newsletter, just hit the REPLY button and type UNSUBSCRIBE in the subject section of the Email. I will remove you from my emailing list and send you an email to let you know I have removed you from my list. You will not receive any more Newsletters unless you re-apply via the website.