

Hi [FirstName],

Simply Access Tips

Issue 10 – 2008

August 31, 2008

Welcome to the ninth edition of Simply Access Tips for 2008.

Housekeeping, as usual, is at the end of the Newsletter so; if you need to know how to unsubscribe, white-list, etc., then scroll to the bottom.

Julie's Ponderings

Hi [FirstName],

Welcome to both new and old subscribers.

Okay, Okay I know it has been over a month since my last newsletter, lots of busyness here on the home and work front.

The year of 2008 is one of those crazy years for my family, you know everyone is turning 21, 40, 70 there are 25th and 50th wedding anniversaries, people are getting engaged and married. August/September/October seem to be the busiest of all with something on almost every weekend.

Not using this as an excuse for not getting my Newsletter out, I am just surprised how quickly the weeks speed by. My goal at the beginning of the year was to produce 26 newsletters, I usually achieve my goals (unless they are totally unrealistic, which at times they are), so to achieve the goal of sending out 26 newsletters, expect to see one most weeks from now until the end of the year. I have calculated there are 18 weeks (including this week) and I have to get out 16 more editions other than this one, okay I reckon that leaves me with 1 week up my sleeve.

On the rain front, we have had above average rainfalls (just) for July and August, just need the spring rains to do their bit. We are still on stage 4 water restrictions which means no washing of cars among other things, so the sight of yesterday was people out in the rain, washing their cars, using the rain water for the deed.

Talk again soon (that would be next week).

Julie

Back Issues

Just a reminder, back issues of Simply-Access Tips can be found at:

<http://www.simply-access.com/SimplyAccessTipsNewsletter1.html>

Yes, I am finally up to date, only because I am getting someone else to do it for me :0).

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 have put myself on permanent holidays from All Experts, as I find I cannot keep up with even one question a day, but I will visit often and check the question pool.
<http://www.allexperts.com/browse.cgi?catLvl=3&catID=1440>
- 3) Another good site is www.utteraccess.com
- 4) Or, you can subscribe to my Question Subscription Service, \$23.95 AUD per month, for unlimited questions:

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

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: Find specific days in a month using VBA

Question

I have an application in Microsoft Access. Using VBA in even number years (like 2002, 2008) I need to figure out the first Wednesday in February and the last Thursday in May. And in the odd number years (like 2001, 2007) I need to figure out the 1st Wednesday in January and the Third Friday in June

Answer

I have put this following code on a command button and the results are displayed in a message box. Both of these can be altered to suit a users particular need.

```
Private Sub Command50_Click()

Dim i As Integer
Dim str1 As String
Dim str2 As String
Dim dt As Date
Dim b As Boolean
Dim iCount As Integer

i = InputBox("Enter Year")

'Determine if odd or even year
If i Mod 2 = 0 Then

'Determines first wednesday in Feb
b = False
dt = "01/02/" & i

Do Until b = True
If DatePart("w", dt, vbSunday) = 4 Then
str1 = dt
b = True
Else
dt = DateAdd("d", 1, dt)
End If
```

```

Loop

'Determines Last Thursday in May
b = False
dt = "31/05/" & i
Do Until b = True
    If DatePart("w", dt, vbSunday) = 5 Then
        str2 = dt
        b = True
    Else
        dt = DateAdd("d", -1, dt)
    End If
Loop

    MsgBox str1 & " " & str2
Else
'Determines first wednesday in Jan
b = False
dt = "01/01/" & i

Do Until b = True
    If DatePart("w", dt, vbSunday) = 4 Then
        str1 = dt
        b = True
    Else
        dt = DateAdd("d", 1, dt)
    End If
Loop

'Determines 3rd Friday in June
iCount = 0
dt = "01/06/" & i

Do Until iCount = 3
    If DatePart("w", dt, vbSunday) = 6 Then
        str2 = dt
        dt = DateAdd("d", 1, dt)
        iCount = iCount + 1
    Else
        dt = DateAdd("d", 1, dt)
    End If
Loop

    MsgBox str1 & " " & str2
End If

End Sub

```

Tip 2: *Filter a query for a specific date that can be found in many fields*

Question

I have one table and 4 fields .

The first field is named, CustomerName and the other three are, DeliveryDate1, DeliveryDate2 and DeliveryDate3.

All the DeliveryDate fields are populated with present and future dates and some fields share the same date as well.

What query can I do to extract a specific date from all the fields?

Answer

Try the following:

In the first criteria row of the first date field, enter the date you want to filter by.

In the second criteria row (row below) of the second date field, enter the same date.

In the third criteria row (row below) of the third date field, enter the same date.

By having the criteria on separate rows creates an OR statement. If you have them on the same row it is an AND statement.

Tip 3: *Attaching a PDF file to a record*

Question

How can I attach a PDF file to a record? This PDF file would only be related to that record.

Answer

To do this, add a new field of hyperlink data type.

Build a form based on the table with this new field.

Once the form is built open it, right click on the field, and click on Hyperlink > Edit Hyperlink, from the drop down list.

In the window that is displayed - click on the Folder (most right button next to 'Look In') to browse for your PDF file.

Now you just need to click on this hyperlink to open the file. This works for any file, not just PDF.

Housekeeping

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

julie@simply-access.com

This will ensure the weekly arrival of this Newsletter.

Contact Details

Julie Misson
50 Glencoe Street
Bendigo, Vic., 3550
Australia
Ph: 61 3 5442 7182

Unsubscribe