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# Access 2007

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Microsoft Office Access 2007  
Microsoft Access 2007  
Master VISUALLY Microsoft Office 2007  
Microsoft SharePoint 2007 For Dummies  
Microsoft Office Access 2007 Inside Out  
Office 2007 Bible  
Microsoft Access 2007  
Access 2007  
Teach Yourself VISUALLY Microsoft Office Access 2007  
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Alison Balter's Mastering Microsoft Office Access 2007 Development  
Access 2007 Workbook For Dummies  
Microsoft Office Access 2007 Step by Step  
Access 2016 For Dummies  
Microsoft Office Access 2007 On Demand  
Microsoft Office Access 2007 VBA  
Microsoft Office Word 2007 Step by Step  
Access 2007 VBA Programming For Dummies  
Office 2007 All-in-One Desk Reference For Dummies  
Microsoft Office Access 2007  
Microsoft Office Access 2007 Forms, Reports, and Queries  
Access 2007  
Microsoft SharePoint 2007 for Office 2007 Users  
Expert Access 2007 Programming  
Access 2007 for Starters  
Special Edition Using Microsoft Office Access 2007  
Access 2007 Bible  
Microsoft Office Access 2007 All-in-One Desk Reference For Dummies  
Access 2007 VBA Bible  
Microsoft Office Access 2007 Security (Digital Short Cut)  
Integrating Microsoft Office Access 2007 and Microsoft SharePoint Server 2007  
(Digital Short Cut)  
Beginning Access 2007 VBA

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Access 2007 guest

## **TATE BRADLEY**

*Microsoft Office Access 2007* John Wiley & Sons  
You're beyond the basics, so dive right in and really put your database skills to work! This supremely organized reference is packed with hundreds of timesaving solutions, troubleshooting tips, and workarounds. It's all muscle and no fluff. Discover how the experts tackle Access 2007—and challenge yourself to new levels of mastery! Create tables that support your database design strategy Import and link to data from spreadsheets, text files, databases, and other ODBC data sources Build simple to complex queries to manipulate data Learn advanced techniques for building and customizing user interface forms Design attractive reports to calculate and analyze large sets of data Automate your application with Microsoft Visual Basic(R) for Applications Customize the Office Fluent Ribbon Explore using XML and Windows(R) SharePoint(R) Services to create Web-based applications CD includes: Fully searchable eBook—plus bonus

chapters Sample database applications—including query, form, and report examples Articles from the experts: designing databases, understanding SQL, exporting data, and more Links to demos, blogs, and user communities References for finding Access 2003 commands in Access 2007 Windows Vista(R) Product Guide eReference and other eBooks For customers who purchase an ebook version of this title, instructions for downloading the CD files can be found in the ebook.

Microsoft Access 2007  
John Wiley & Sons  
Každý začátečník, kterého čeká první krok do světa databází, ocení tuto jednoduchou a snadno srozumitelnou knihu, jež ho bez váhání a zbytečné teorie rovnou uvede do klíčové problematiky relačních databází, vytváření a správy tabulek, práce s formuláři či tvorby relací mezi tabulkami. Stranou výkladu nezůstává ani použití filtrů, vytváření dotazů či kontingenční tabulky a grafy, a to vše zcela se zaměřením na nejnovější verzi Accessu, zdůrazněním nových funkcí, možností a vlastností, přičemž zde

čtenář nalezne i popis možností konverze databází z nižších verzí Accessu.

Master VISUALLY  
Microsoft Office 2007  
McGraw Hill Professional Experience learning made easy—and quickly teach yourself how to create impressive documents with Word 2007. With Step By Step, you set the pace—building and practicing the skills you need, just when you need them! Apply styles and themes to your document for a polished look Add graphics and text effects—and see a live preview Organize information with new SmartArt diagrams and charts Insert references, footnotes, indexes, a table of contents Send documents for review and manage revisions Turn your ideas into blogs, Web pages, and more Your all-in-one learning experience includes: Files for building skills and practicing the book's lessons Fully searchable eBook Bonus quick reference to the Ribbon, the new Microsoft Office interface Windows Vista Product Guide eBook—plus more resources and extras on CD For customers who purchase an ebook version of this title,

instructions for downloading the CD files can be found in the ebook.

### **Microsoft SharePoint 2007 For Dummies**

Pearson Education India &gt;Paul McFedries, an Office "insider," that will help you learn the Office applications inside and out. Designed to bridge the gap between your expectation and reality, you will go beyond the basics and learn newly discovered techniques, shortcuts, and best practices. Through real-world examples that showcase how the tips and tricks can be used in everyday business tasks, Tricks of the Microsoft Office 2007 Gurus will help you get the most out of Office 2007. Part I  
MICROSOFT WORD  
TRICKS Chapter 1 Text Tricks Chapter 2 Formatting Tricks Chapter 3 Document Tricks Chapter 4 Page Layout Tricks Part II MICROSOFT EXCEL TRICKS Chapter 5 Formula and Function Tricks Chapter 6 Workbook and Worksheet Tricks Chapter 7 Data Analysis Tricks Chapter 8 Chart Tricks III  
MICROSOFT POWERPOINT TRICKS Chapter 9 Slide and Presentation Tricks Chapter 10 Animation Tricks Chapter 11 Slide

Show Tricks IV  
MICROSOFT OUTLOOK TRICKS Chapter 12 Email Tricks Chapter 13 Calendar and Contacts Tricks V MICROSOFT ACCESS TRICKS 14 Table and Query Tricks Chapter 15 Form and Report Tricks  
APPENDIXES Author Bio  
Paul McFedries is well-known as a teacher of Office, Windows, and programming, particularly VBA. He is the president of Logophilia Limited, a technical writing company. Paul has been writing programs for PCs for more than 25 years and has been developing VBA applications since Microsoft first added VBA to the Office suite in 1994. Now primarily a writer, Paul has written more than 50 books that have sold more than three million copies worldwide. These books include Access 2007 Forms, Reports, and Queries (Que, 2007), Formulas and Functions with Excel 2007 (Que, 2007), VBA for the 2007 Microsoft Office System (Que, 2007), and Windows Vista Unleashed (Sams, 2006).

### **Microsoft Office Access 2007 Inside Out** Que Publishing

"I recommend this book for anyone who wants a strong foundation in Access." —Jeff Lenamon,

CIBC World Markets Updated edition with exciting new Access 2007 features! Harness the power of Access 2007 with the expert guidance in this comprehensive reference. Beginners will appreciate the thorough attention to database fundamentals and terminology. Experienced users can jump right into Access 2007 enhancements like the all-new user interface and wider use of XML and Web services. Each of the book's six parts thoroughly focuses on key elements in a logical sequence, so you have what you need, when you need it. Designed as both a reference and a tutorial, Access 2007 Bible is a powerful tool for developers needing to make the most of the new features in Access 2007. Build Access tables using good relational database techniques Construct efficient databases using a five-step design method Design efficient data-entry and data display forms Utilize the improved Access report designer Use Visual Basic(r) for Applications and the VBA Editor to automate applications Build and customize Access 2007 ribbons Seamlessly exchange Access data

with SharePoint(r) Employ advanced techniques such as the Windows(r) API and object-oriented programming Add security and use data replication in your Access applications What's on the CD-ROM? Follow the examples in the book chapter by chapter using the bonus materials on the CD-ROM. You'll find separate Microsoft Access database files for each chapter and other working files, including All the examples and databases used in the book, including database files, images, data files in various formats, and icon files used in the book's examples A complete sample application file, including queries, reports, objects, and modules, that you can use as a reference See the CD-ROM appendix for details and complete system requirements. Note: CD-ROM/DVD and other supplementary materials are not included as part of eBook file.

**Office 2007 Bible** John Wiley & Sons  
This fast-paced book teaches you the basics of Access 2007 so you can start using this popular database program right away. You'll learn how to work with Access' most useful features to design

databases, maintain them, search for valuable nuggets of information, and build attractive forms for quick-and-easy data entry. The new Access is radically different from previous versions, but with this book, you'll breeze through the new interface and its timesaving features in no time with: Clear explanations Step-by-step instructions Lots of illustrations Larger type Plenty of friendly advice Ideal for small businesses and households, Access runs on PCs and manages large stores information, including numbers, pages of text, and pictures -- everything from a list of family phone numbers to an enormous product catalog. Unfortunately, each new version of the program crammed in yet another set of features -- so many that even the pros don't know where to find them all. Access 2007 breaks the mold: Microsoft changed the user interface by designing a tabbed toolbar that makes features easy to locate. One thing that hasn't improved is Microsoft's documentation. Even if you find the features you need, you still may not know what to do with them. Access 2007 for

Starters: The Missing Manual is the perfect primer for small businesses with no techie to turn to, as well as those who want to organize household and office information.

**Microsoft Access 2007**  
Pearson Education  
Within this comprehensive, visual reference, succinctly captioned, step-by-step screen shots show you how to accomplish more than 300 Office tasks. You'll learn how to format text and apply styles in Word, work with Excel formulas and functions, add animation to PowerPoint slides, create an Access database, manage contacts with Outlook, collaborate with OneNote and Live Meeting, and create publications with Publisher. A bonus CD-ROM includes demo software, add-ins, sample files, and additional chapters.

Access 2007 John Wiley & Sons

"Everything you need to master Access 2007 forms, reports, and queries." -Charles Carr, Reviews Editor, ComputerEdge Magazine  
Create Forms for Business  
Ensure Data Entry Accuracy  
Build Elegant Form Interfaces Collect

Data Via Email Design  
 Effective Business Reports  
 Make an Invoice Report  
 Create Mailing Labels  
 Extract Data Work with  
 Multiple Tables Calculate  
 Discounts Analyze Data  
 Develop your Microsoft  
 Access expertise instantly  
 with proven techniques  
 Let's face it: Microsoft  
 Access is a large,  
 intimidating program.  
 Most people never  
 progress beyond creating  
 simple tables and using  
 wizards to build basic  
 forms and reports. At the  
 same time, you need  
 information and you know  
 that what you seek is  
 embedded somewhere in  
 your Access database.  
 Without a more  
 sophisticated knowledge  
 of how to extract and  
 present that data, you're  
 forced to rely on office  
 gurus and overworked IT  
 people to provide canned  
 reports or one-size-fits-all  
 solutions. This book  
 changes all that by giving  
 you the skills to build  
 efficient front-ends for  
 data (forms), publish the  
 results in an attractive  
 and easy-to-read format  
 (reports), and extract the  
 data you need (queries).  
 This book shuns the big  
 Access picture and  
 instead focuses intently  
 on forms, reports, and  
 queries. This in-depth  
 approach will give you the

knowledge and  
 understanding you need  
 to get at the data and  
 prove the old saw that  
 knowledge is power. ·  
 Focuses on the three  
 technologies that you  
 must master to get the  
 most out of Access: forms,  
 reports, and queries. ·  
 Avoids database theory in  
 favor of practical know-  
 how that you can put to  
 use right away. · Packed  
 full of real-world examples  
 and techniques to help  
 you learn and understand  
 the importance of each  
 section. · Covers what's  
 new and changed in  
 Microsoft Access 2007.  
 Introduction Part I:  
 Creating Forms Chapter 1  
 Creating and Using a  
 Form Chapter 2 Working  
 with Form Controls  
 Chapter 3 Designing  
 Forms for Efficient and  
 Accurate Data Entry  
 Chapter 4 Designing  
 Forms for Business Use  
 Chapter 5 Creating  
 Specialized Forms Part II:  
 Designing and  
 Customizing Reports  
 Chapter 6 Creating and  
 Publishing a Report  
 Chapter 7 Designing  
 Effective Business Reports  
 Chapter 8 Designing  
 Advanced Reports  
 Chapter 9 Creating  
 Specialized Reports Part  
 III: Creating Powerful  
 Queries Chapter 10  
 Creating a Basic Query

Chapter 11 Building  
 Criteria Expressions  
 Chapter 12 Working with  
 Multiple-Table Queries  
 Chapter 13 Creating  
 Advanced Queries  
 Chapter 14 Creating  
 PivotTable Queries  
 Chapter 15 Querying with  
 SQL Statements Index  
Teach Yourself VISUALLY  
Microsoft Office Access  
2007 "O'Reilly Media, Inc."  
 Updated to cover all the  
 latest features and  
 capabilities of Access  
 2007, this resource  
 provides new and  
 inexperienced Access  
 users with eight task-  
 oriented minibooks that  
 cover beginning to  
 advanced-level material  
 Each minibook covers a  
 specific aspect of Access,  
 such as database design,  
 tables, queries, forms,  
 reports, and macros  
 Shows how to accomplish  
 specific tasks such as  
 database housekeeping,  
 security data, and using  
 Access with the Web  
 Access is the world's  
 leading desktop database  
 solution and is used by  
 millions of people to store,  
 organize, view, analyze,  
 and share data, as well as  
 to build powerful, custom  
 database solutions that  
 integrate with the Web  
 and enterprise data  
 sources  
 Access 2007 John Wiley &  
 Sons

This is the eBook version of the printed book. Microsoft Office Access 2007 includes a plethora of new features that could prove difficult to find for even seasoned users of previous versions of Access. Alison Balter's *What's New in Microsoft Office Access 2007?* includes a discussion of all the new features in Access 2007, providing details and practical examples on the use of each feature. Her teaching style is clear and succinct, providing you with a great jump-start to working with Access 2007. The topics covered include what's new with tables, the new and improved embedded macros, and what's new with importing and exporting. Table of Contents Section 1 What's New with the User Interface? Section 2 Exploring the New Database Templates Section 3 What's New with Tables? Section 4 What's New in Datasheet View? Section 5 What's New in Forms? Section 6 What's New in Reports? Section 7 The New and Improved Embedded Macros Section 8 The New and Improved Help Viewer Section 9 What's New in Importing and Exporting? Section 10 Access 2007 and Outlook

2007 Integration Section 11 What Else Is New with Microsoft Office Access 2007? Section 12 Additional Tips and Tricks Alison Balter has been writing about Access since Access 95. She has written eight books and co-authored two books on Access and has written one book on Microsoft SQL Server 2005 Express. Her books include *Essential Access 95*, *Alison Balter's Mastering Access 95 Development*, *Alison Balter's Mastering Access 97 Development*, *Access 97 Unleashed*, *Alison Balter's Mastering Access 2000 Development*, *Alison Balter's Mastering Access 2002 Desktop Development*, *Alison Balter's Mastering Access 2002 Enterprise Development*, *Alison Balter's Mastering Office Access 2003 Development*, *Access 2003 In-a-Snap*, *Access 2003 in 24 Hours*, and *SQL Server Express in 24 Hours*. Alison has more than 13 years of practical experience working with Access and Access applications. Her clients' projects range from small end-user projects through enterprisewide applications. Clients include the Archdiocese of Los Angeles, Southern

California Edison, Accenture, Prudential Insurance, and the International Cinematographer's Guild. Her Access skills are not limited to writing and programming. Alison has also been teaching Access and speaking at conferences for more than 12 years. Her training has included everything from end-user training to corporate training, in both the United States and Canada.

*Tricks of the Microsoft Office 2007 Gurus*

Pearson Education

Covers all facets of Microsoft's powerful desktop database development and management tool.

*What's New in Microsoft Office Access 2007? (Digital Short Cut)*

Pearson

Microsoft SharePoint now has a 10 percent share of the portal market, and the new release, which features enhanced integration with Office 2007, is sure to give SharePoint a boost. Offers clear instructions and soup-to-nuts coverage of this complex product, focusing instead on practical solutions to real-world SharePoint challenges. Features tips, tricks, and techniques for administrators who need

to install and configure a SharePoint portal as well as ordinary users who need to populate and maintain the portal and use it for collaborative projects. Topics covered include setting up a SharePoint portal, matching SharePoint to business needs, managing portal content, branding, collaborating on SharePoint sites, using a portal to improve employee relations and marketing, putting expense reports and other interactive forms on a portal, and monitoring and backing up SharePoint.

### **Pro Access 2007**

Editions ENI

Microsoft Office has an estimated 400 million users worldwide.

*Access 2007*

*Programming by Example with VBA, XML, and ASP*

Pearson Education

If you've been using Access for a while, you're probably aware of its power and potential and itching to take advantage of both. *Access 2007 VBA Programming For Dummies* takes you beyond forms and reports and shows you how to use VBA to create killer Access databases and applications. This gentle introduction to VBA programming covers

everything you need to get started, including: Basic programming skills and concepts. Explanations of modules, procedures, objects, and arguments. Access-unique programming activities, including SQL and recordsets. How to use the Visual Basic editor. Creating dialog boxes, lists, drop-down menus, and functions. Integrating with other Office applications. Ready-to-use VBA code examples to type in or copy and paste from the Web. Completely revised to reflect all changes found in Microsoft Access 2007, *Access 2007 VBA Programming For Dummies* gives you access to Access like you've never had it before.

### **The Unofficial Guide to Microsoft Office Access**

**2007** Pearson Education

Aimed at end users who face the daunting task of mastering MOSS 2007 in the enterprise business environment, this book shows you how to make effective use of what can be a confusing array of features. You'll review how SharePoint is central to the Microsoft Office platform because organizations use it to organize workflow, integrate Office

documents with line of business applications, provide search capabilities across all types of documents and data, and distribute these tools internally and externally on Web sites for end users. Plus, the book offers you well-designed examples and explanations that can be easily applied in real-world situations. Martin WP Reid (Belfast, Ireland) is an analyst for The Queens University of Belfast, Northern Ireland. He is the author and technical editor of more than a dozen technical books. He is a regular contributor to the Microsoft Office SharePoint blog *Get the Point* (<http://sharepoint.microsoft.com/blogs/getthepoint>) *Access 2007 Bible* Pearson Education. Master the tools that help you keep track of information, like *Access 2007*. Whether you're an office professional or entrepreneur, you can take charge of Access with this start-to-finish guide. Gain solid skills as you go from station to station in a series of clear-cut tutorials on designing databases, using forms, automating with macros, and more.

*Microsoft Office 2007*

*QuickSteps* Pearson Education

The inside scoop...for when you want more than the official line! Microsoft Access 2007 may be a major new update, but to use it with confidence, you'll need to know its quirks and shortcuts. Find out what the manual doesn't always tell you in this insider's guide to using Access 2007 in the real world. What's the best way to use the new features? What are "intelligent" forms? From setting up tables to encrypting databases, first get the official way, then the best way from an expert. Unbiased coverage of how to get the most out of Access, from using the Quick Launch Toolbar and Office Button to building a database from scratch Savvy, real-world advice on everything from using form views, PivotTables, and PivotCharts to writing questions in the form of a query Time-saving techniques and practical guidance on creating smart macros, collaborating with others using SharePoint(r), and adding pizzazz to reports Tips and hacks that help you work around Access quirks, avoid pitfalls, and increase your productivity Sidebars and tables on

sorting rules for special characters, predefined sizes for number data types, and more *Microsoft Office Access 2007 Forms, Reports, And Queries* Pearson Education  
 "I recommend this book for anyone who wants a strong foundation in Access." —Jeff Lenamon, CIBC World Markets Updated edition with exciting new Access 2007 features! Harness the power of Access 2007 with the expert guidance in this comprehensive reference. Beginners will appreciate the thorough attention to database fundamentals and terminology. Experienced users can jump right into Access 2007 enhancements like the all-new user interface and wider use of XML and Web services. Each of the book's six parts thoroughly focuses on key elements in a logical sequence, so you have what you need, when you need it. Designed as both a reference and a tutorial, *Access 2007 Bible* is a powerful tool for developers needing to make the most of the new features in Access 2007. Build Access tables using good relational database techniques Construct efficient databases using

a five-step design method Design efficient data-entry and data display forms Utilize the improved Access report designer Use Visual Basic(r) for Applications and the VBA Editor to automate applications Build and customize Access 2007 ribbons Seamlessly exchange Access data with SharePoint(r) Employ advanced techniques such as the Windows(r) API and object-oriented programming Add security and use data replication in your Access applications What's on the CD-ROM? Follow the examples in the book chapter by chapter using the bonus materials on the CD-ROM. You'll find separate Microsoft Access database files for each chapter and other working files, including All the examples and databases used in the book, including database files, images, data files in various formats, and icon files used in the book's examples A complete sample application file, including queries, reports, objects, and modules, that you can use as a reference See the CD-ROM appendix for details and complete system requirements. Note: CD-ROM/DVD and other supplementary materials



are not included as part of eBook file.

*Alison Balter's Mastering Microsoft Office Access 2007 Development* John Wiley & Sons

Are you a visual learner? Do you prefer instructions that show you how to do something - and skip the long-winded explanations? If so, then this book is for you. Open it up, and you will find clear, step-by-step screen shots that show you how to tackle more than 170 Access 2007 tasks. Each task-based spread includes easy, visual directions for performing necessary operations, including \* Navigating the new interface \* Using templates to create

databases \* Entering and editing data \* Working with tables and fields \* Creating simple or summary queries \* Linking to Excel(r) worksheets \* Helpful sidebars offer practical tips and tricks \* Full-color screen shots demonstrate each task \* Succinct explanations walk you through step by step \* Two-page lessons break big topics into bite-sized modules

**Access 2007 Workbook For Dummies** John Wiley & Sons

Expert Access 2007 Programming shows experienced developers how to create professional-level Access database applications. The authors—software

engineers on the Access development team at Microsoft—show how to apply software engineering methodologies to Access application development. The book is organized to cover all phases of Access development. The authors demonstrate techniques for creating Access controls, forms, and reports that help streamline development and produce more user-friendly applications. They also cover such overlooked areas as custom deployment and documentation. The book contains many useful code examples designed so they can be used with minimal modification.