# Access 2010 24-Hour Trainer

*By Geoffrey L. Griffith, Truitt L. Bradly*



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**This book-and-video package is the perfect introduction to Access 2010**

Microsoft Access is the most popular database system in the world, and this guide shows you how to build Access database applications using Microsoft Access 2010. Beginners to intermediate-level readers are exposed to the basics of building and working with the major Access 2010 features. Over 60 lessons are included in this book-and-DVD combo, which provides step-by-step examples that show exactly how you can implement each feature in a real-world Access database application. The accompanying DVD provides clear, easy-to-follow videos of the authors demonstrating the examples in each lesson, as well as extra commentary, so that no reader is left behind!

*Microsoft Access 2010 24-Hour Trainer*:

- Shows you how to build database applications from scratch and from existing database templates
- Walks you through major components including the Navigation Pane, the Ribbon, and the many database object designers
- Teaches the basics of building and working with each of the major Access database object types: tables, queries, forms, reports, macros, and VBA code modules
- Introduces exciting new Access 2010 features like the Access 2010 Macro Designer, Data Macros, and the Ribbon Options dialog
- Explains how to customize the Access Backstage
- Details basic VBA code writing and explains how and when to use it

**Wrox guides** are crafted to make learning programming languages and technologies easier than you think. Written by programmers for programmers, they provide a structured, tutorial format that will guide you through all the techniques involved.

**On the DVD - Don't just learn--do!**
The lessons within the book are each accompanied by an instructional demonstration on the DVD--nearly 5 hours of video tutorials!

**You'll learn to:**

- Install Microsoft Access 2010 and begin using the program from within Windows
- Create Microsoft Access database applications from template or from scratch
- Work with Access 2010 database objects
- Use and Customize the Access 2010 Ribbon
- Create Access tables, queries, forms, reports, macros and modules
- Modify Access 2010 tables and fields
- Embed Access 2010 macros and VBA code in reports
- Build database queries using the Access 2010 wizards
- Customize the Access 2010 Navigation Pane and Ribbon
- Work with Microsoft Access 2010 security

Please see the DVD appendix for details and complete system requirements.

Even if you have no experience with Access 2010, this guide will have you building robust Access applications with the best of them! If you want to get quickly up to speed on Access 2010, *Access 2010 24-Hour Trainer* is the perfect place to start.

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## Editorial Review

From the Back Cover
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About the Author
**Geoffrey L. Griffith** has over 14 years' experience with Access beginning with Access 2.0. He is the coauthor of *Access 2007 VBA Programmer's Reference* and *Access 2010 Programmer's Reference*.

**Truitt L. Bradly**, a Microsoft Access MVP, is an accountant, analyst, and developer who has developed several database applications using Access and SQL Server. He is the coauthor of *Microsoft Access Small Business Solutions*.

## Users Review

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**Clinton Whitten:**

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