

1. Visual Basic

- Introduction to visual Basic, project Explorer Window, properties Window,
- Toolbox, MsgBox
- Visible property, Width & Height properties
- Using conditional statement:
 1. IF.....Then
 2. IF.....Then.....Else
 3. IF.....Then.....ElseIF
- Using Radio Button
- All exercises related to the course

2. Access

- Definition of a database, database management system
- Creating a database and defining a table.
- Basic elements: the name of the field, the data type and the properties of a field.
- Field Size, Required, Allow zero length, Validation rule, Validation text,
- System Date, Input Mask
- All exercises related to the course