Microsoft SharePoint
Advanced

📅 Duration: 1 day
👥 Ideal Group Size: 6-8 people

Course overview

Our experts will provide the means to develop your skillset to an advanced level with this training course. We will focus on advanced tables, forms, reports and query design and show delegates how to provide automation to some levels.

Topics covered

Working with macros

- Assign macros to events
- Run macros
- Sub macros
- Conditional macros
- Macros from buttons
- Set value
- Run command
- Requery

Advanced query design

- Types of criteria
- Manage query joins
- Summarise data in queries
- Action queries
- Crosstab queries
- Self joins in queries
- Parameter queries

Advanced macros

- Macro names
- Refresh
- Maximum and minimum
- Set values
- Run command
- Open
- Macro or VBA

Advanced form design

- Forms controls
- Subforms and Link forms
- Form properties
- Command buttons
- Interface
- Start up and navigation forms
- Modifying form properties

Delivery methodology (Face-to-face or virtual delivery)

Small groups
Ideally 6-8 delegates to maximise engagement and interaction levels.

One-to-one
We also provide one-to-one 90 minute individual support workshops.

Tailored sessions
Talk to us about designing bespoke workshops for your team!

Related courses

- Microsoft SharePoint – Basic
- Microsoft SharePoint – Intermediate

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