

Proicere, Inc.

MS Access: Advanced Functions

Lesson Notes

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iif Function

iif («expr», «truepart», «falsepart»)

There are three parts to the iif function divided by commas.

«expr» = the test

«truepart» = What MS Access should do if the test returns true.

«falsepart») = What MS Access should do if the test returns false.

The iif function can be used in queries, forms, reports, macros, modules.

When used in a query, create a new field, then add the function. The function can be typed in or the expression builder can be accessed by right clicking on the field.

Be sure to enclose field names in square brackets.

isNull Function

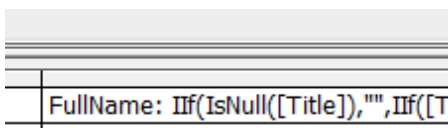
IsNull («varexpr»)

The isNull function examines the field to see if it is empty. It returns a value of either true or false. The isNull function can be used in combination with other functions such as the iif function.

Example

This example returns the person's full name, but only shows the comma if the suffix exists. If the title is Dr., it drops the title if there is also a Suffix. It also does not put in spaces if a part of the name does not exist.

FullName: IIf(IsNull([Title]),"",IIf([Title]="Dr." Or [Title]="Dr",IIf(IsNull([Suffix]),[Title] & " ", ""),[Title] & " ") & IIf(IsNull([FirstName]),"",[FirstName] & " ") & IIf(IsNull([LastName]),"",[LastName]) & IIf(IsNull([Suffix]),"", " " & [Suffix])



FullName: IIf(IsNull([Title]),"",IIf([Title]...

Title	FirstName	MiddleI	LastName	Suffix	NamesFull	FullName
Mrs.	Jenny		Agutter		Mrs. Jenny Agutter,	Mrs. Jenny Agutter
Mr.	Terry		Albertson		Mr. Terry Albertson,	Mr. Terry Albertson
Dr.	Witt	J.	Albertson	M.D.	Dr. Witt J. Albertson, M.D.	Witt Albertson, M.D.
Dr	Elizabeth		Allen		Dr Elizabeth Allen,	Dr Elizabeth Allen
	Phillip		Allen	Jr.	Phillip Allen, Jr.	Phillip Allen, Jr.
	Martha		Allen		Martha Allen,	Martha Allen
Ms.			Allen		Ms. Allen,	Ms. Allen
	Steve		Allen		Steve Allen,	Steve Allen

Left Function

Left («stringexpr», «n»)

The Left function returns the characters starting at the left of the string.

The Left function has two parts

«stringexpr» = the text field to examine

«n» = the numbers of characters to return starting on the left

Example

This example returns the first five characters of the Postal Code.

FirstFive: Left([PostalCode],5)

PostalCode	FirstFive
23321	23321
23323	23323
23433-1532	23433
23434-2530	23434
23434-3107	23434
23434-3916	23434

PostalCode	FirstFive
23321	23321
23323	23323
23433-1532	23433
23434-2530	23434
23434-3107	23434
23434-3916	23434

DateAdd Function

=DateAdd("h", 3, [ArrivalTime])

The DateAdd function adds hours to the current time.

Time	Hours	EndTime: DateAdd("h",[Hours],[Time])
tblClasses	tblClasses	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>