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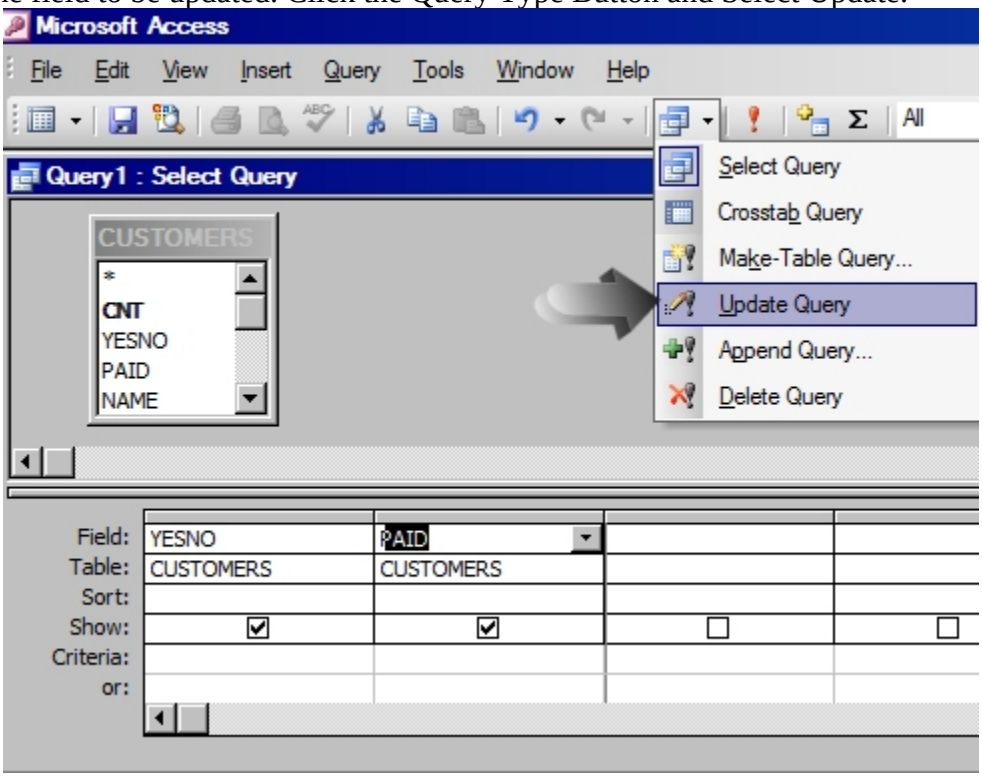
Update Example For MS Access 2000, 2002, 2003

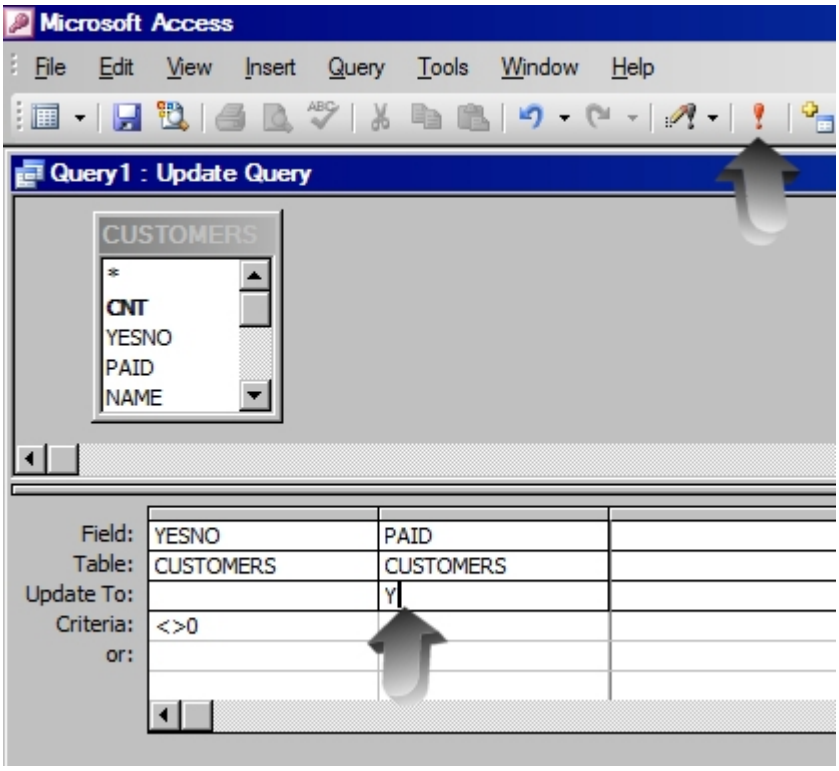
Go here for the MS Access Append Query
Go here To **Update a Field in VBA**

Those that want to use the query to update all records can disregard the Yes/No portion of the tutorial.

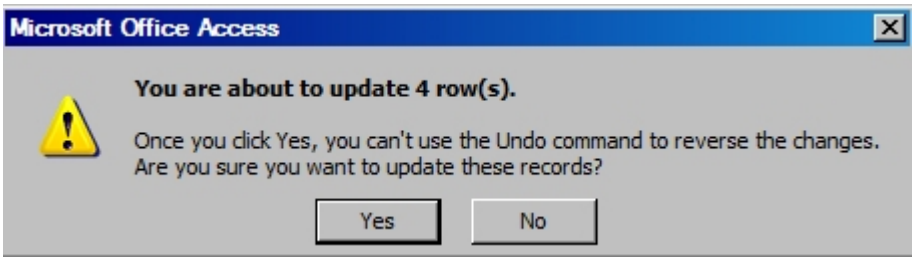
Say you have a Table with a Yes/No Field and another field named Paid. Lets then assume you wish to Update the records in the Paid field according to "Yes" records in the Yes/No Field. First it is helpful to know that an Unchecked record or a "No" in the Yes/No field equals 0 or "No". To begin Create a query in design View, add your Table with the field to be updated. Click the Query Type Button and Select Update.



In the Update to row of the fields you wish to Update you input your new data. If you need to Update all records you can click Run to execute the Update Query now. If not you can choose to update select records using specific criteria. This Query will select the criteria of all "Yes" records by using "<>0" without the Quotes.



If you have not already, click run to execute the MS Access Update Query and you will be presented with a question. Click Yes to have MS Access update your selected records.



For further MS Access tutorials go here: [MS Access tutorials]