

# Introduction to PawCom2 Access Front End

User Interface
Available Database Objects
Sample Code

# Main Menu

All of the functionality is managed from the Main Menu.

☑ Costs

Customers

☑ Employees

 ☑ Event Log ☑ General

☑ Group Data

Inv Chain

☑ Inv Cost

☑ Job Data ☑ Job Est Select All

☑ Tax Tables

☑ Unit Meas.

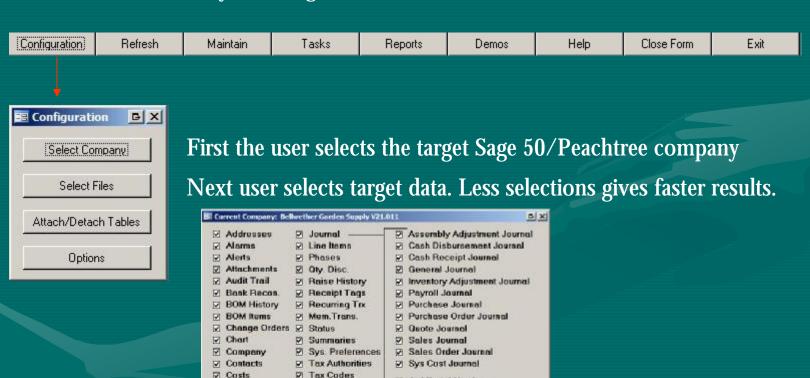
D UPS Data

☑ Vendors ☑ Work Tickets

Deselect All

☑ Users

☑ Ticket Register



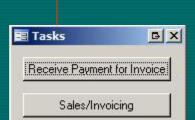
☑ Jral Serial Numbers

☑ JralHdr Dir Dep Detail

0K

Start Period can be 15 or > for current periods or 0 for all data.





Customer/Lead Tracking

Default Customer Data

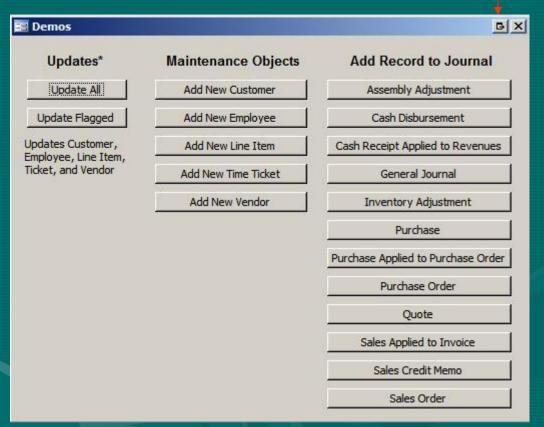
Inventory Items

Vendors

Tasks provides MS Access Form examples for the listed tasks.

Each Maintenance & Task form is accompanied by complete VBA code examples.

Configuration Refresh		Maintain	Tasks	Repo	rts	Demos	Help	Close Form	Exit	
■ Sample Reports										
☐ Update data if stale										
Cus	stomers & Sa	ales	Vendors & Purchases		Employees Payroll		Invento	ry	Miscellaneous	
Aged Receivables by C	ustomer Paid	Invoices by Sales Rep	Cash Disbursement Journal		Default Employee General		Aged Inver	ntory	Alarms	
Aged Receivables by S	SalesRep Pro	fit Margin by Sales Rep	Default Vendor Data		Default Employee EE Fields		Assembly Adjustm	ent Journal	Alerts	
Average Days to Pa	Average Days to Payment Quote Journal Header		Purchase Journal Header		Default Employee ER Fields		Assembli	es	Attachments	
Cash Receipt Jou	ımal (	Quote Journal Detail	Purchase Journ	nal Detail	Default Employee Pay Levels		BOM Iter	ns	Audit Trail	
Cost of Sales		Sales by Item	Purchase Order Jrnl Header		Employees		Default Invento	ory Data	Company Information	
Customer List	Customer List Sales by Item Monthly Summary		Purchase Order Jrnl Detail		Employee EE Data		Default Price	Levels	Default Tax Types	
Customer Mailing L	Mailing Labels Sales by Item Summary		Vendor Ledger		Employee ER Data		Inventory Adju	stments	Event Log	
Customer Detai	ils	Sales by Sales Rep	Vendor L	ist	Employee Pay Info		Inventory Adjustme	ents by Job	General Data	
Customer Note	Customer Notes Sales Journal Header		Vendor Details		Employee Payroll Detail		Inventory Sales by	Customer	Sales Tax Codes	
Customer Tasks Sales Journal Detail				Payr	roll Journal Header	Inventory Sales E	y Zipcode	Tax Authorities		
CR: Payment Sum	CR: Payment Summary   Sales Order Items Sold Daily		Jobs		Payroll Journal Job Detail		Item Costing		Tax Tables	
Default Customer I	Default Customer Data Sales Order Journal Header				Payroll Journal Pay Detail		Item Deta	ails	Tickets	
Default Ship Met	hod Sal	es Order Journal Detail	Cost Cod	es			Item Labe	els	Users	
Default Statement	ault Statement Data Unpaid Invoices Default Jo		Default Job	Data	General Ledger		Items Sold to C	ustomers		
Invoice Registe	er		Job Data		Chart of Accounts		G 1	D .		
Open Sales by J	Job Expen	Expenses Default GL Accounts Sample Reports								
			Job Profitability  Job Profitability Detail		General Journal General Ledger		wide variety of user interests. Report designs &			
All reports										
data & refr	Job Profitability Summary		Income Statement		complete VBA sample					
depending	Phase Co	des		Trial Balance	code are provided.					
settings.							coue ai	e provia	eu.	
settings.										



Examples of imports are provided from this form.

VBA sample code behind the form shows how to update or add new records.

From these examples you can derive most any update or add new record handlers. (Requires modest software engineering skills)

#### Access Database Objects: Tables

## Linked tables represent tables in Sage 50/Peachtree Btrieve database.

## Local tables are work tables used by the application.

3	Create table in Design view	-17	Customer Custom Labels	-07	Employee Header	100	Lookup Alert Type		Lookup Statement Print Info	477	Tax Table
-	Create table by using wizard	•	Dustomer Detail	-	Employee Lookup		Lookup Alert Valid States		Lookup States		Temporary Balance Sheet
1000	Create table by entering data	+0	Customer General Fields	+0	Employee Pay Info		Look p Attachment Item Type		Lookup Tax Authority BasedOn		Temporary Customer Data
	Account Segments	+01	Customer General Labels	+57	Employee Payroli Detail	E	Lookup Audit Trail Action Code		Lookup User Access Codes	=	Temporary General Ledger
	Addresses	+111	Customer Header	+0	Employee Payroll Field	-	Leolage Audit Trail Type		Loolago Vencior Insurance Type	-	Temporary General Ledger Balances
7.5	Aforat	+00	Customer Eds	*III	Employee Review		Look o Billing Status		Lookup Warranty Period		Temporary G. Detail
100	Alarra	+11	Customer Lookup	+0	Event Log	=	Lookup Billing Type	-	Maintain Customer Invoice Detail		Temporary Invoice Detail
	alert	•□	Customer Notes		Filtered Report Date		Lookup Costing Method	177	Maintain Customer Invoice History		Temporary Invoice Header
	Archived Budget Summary	-	Customer ShipTo Addresses 2	_	Filtered Reports	=	Lookup Credit Status Description	+111	Memorized Transaction Detail	ī	Temporary Item Aging
	Archived Chart Summary	+1	Customer Ship To Australia 2	+111	General Data	=	Lookup Default Employee W-2 Box 14 Code	-	Menorized Transaction Header		Temporary Item Costing Data
1	Archived Period Info		Customer Tasks	-177	General Data 2	=	Lookup Default Employee W-2 5ox Data		Options		Temporary Items Sold to Customers
	AttachmentBundes	+27	Default Customer Data	+3	Group Data Detail	=	Lookup Default Employee W-2 Field Value	+13	Passwords	ī	Temporary Job Data
1000	Attachments	***	Default Employee EE Fields	+11	Group Data Header	H	Lookup Employee Employment Status		Paths		Temporary Job Expenses
COLUMN TO SERVICE	Audit Trail	+0	Default Employee ER Fields	+53	ID List	-	Lookup Employee Ethnicity	+13	PawTrack Version	П	Temporary Line Item Assemblies
		+11	Default Employee Ex Fields  Default Employee General Data	+0	Inventory Beginning Balance		Lookup Employee Emmisty  Lookup Employee Gender	+111	PaymentMethods		Temporary Line Item Assentities Temporary Line Item Components
	Average Day to Pay	+	Default Employee General Data Default Employee Other Boxes	+13	Inventory Chain	=	Lookup Employee Verice  Lookup Employee 19/erification Status	+11	Periods		Temporary Line Item History
	Bank Reconciliation Detail Bank Reconciliation Header	•	Default Employee Other Boxes  Default Employee Pay Levels	+51	Inventory Cost		Lookup Employee Invental Status	4	Phase Codes		Temporary QuantityOnHand
		110		+111				-	Pick Customer	14000	
	Batch Posting Data	+	Default Employee Payrol Lookup	+01	Job Data		Lookup EventCategory	100			Temporary Sales Journal Detail
-	BOM History	4	Default Employee PR DeductAdd Order  Default Employee PR Pay Type Order		Job Estimate  Inh Profitolality Report		Lookup EventType  Lookup Efing Status	+=	Quantity Discount  Rabe History		Temporary Sales Journal Header Temporary Vendor Ledger
_	BOM History Components UOM Liters	4 20		-		100	Lookup Lorn of Business	+ III		÷ 13	
			Default Employee Status	- 10	Job lag	DE.		*	Recept legs		licket Register
	Fudget	- 111	Default Employee W2 Boxes:	_	Indisk	_	Lookup Gember		Recently Opened Companies:	_	Hril Mesoure
_	BudgetDetail	4 111	Default QL Accounts	A 200	3miHdr DirDep Detail	111	Leokup Covernment	+ 🗏	Recurring Transactions	4 10	Unstanfo
	Cash I low	+ ==	Default Inventory Data	+ 111	JmRow .	***	Lookup Inventory Cost Code		Reports	+=	UPSShipHeader
_	Code Blow Account	- 111	Belout 1sts Data	<b>→</b> 111	ImiSNo	_	Lookup Hem Class	+=	Roles		UPSShipMorePackages
_	Cash Flow Transaction	- <u></u>	Default Pay Method	40	Une Item Attributes		Lookup Job Dilling Method	444	Sales Invoiding Select Invoice	_	UP33hipPadkaqes
	Change Order	- 111	Default Price Levels	7 12	Line Item Components		Lookup Journal Name	<b>†</b> □	Sales Reps		User Role
	Change Order Detail	4 100	Default Review Rating	4 10	line Item Header	111	Look ip Memorized Transaction Type	110	Startup data	-	Haera
_	Chart Detail	- <u>111</u>	Default Ship Nethod	A (1)	Line Item History	***	Lookup Month Name	÷	Status Codes	_	Vendor Detail
	Chart Header	~ !!!	Default Statement Data	7 11	Line Item Lookup		Lookup Pay Prequency	ψ	Status History		Vendor Header
	Chart Lockup	4 10	Default Tax Types	4 11	Line Item Price Levels	111	Lookup Bay Level	+=	Status Notes	_	Vendor Insurance
	Chart Furged Detail	A 100	Default Vendor Deta		Lookup 1099 Settings		Lookup Pay Method	ψI	System Preferences		Vendor Lookup
	Company Info	÷ 111	Faming Summary		Lookup 1099 Type		Lookup Ray Type	111	Tables to Allach - General	_	Vendor RemilTo Addresses
_	Contacts	110	Earning Summary PR Fields		Lookup Account Type	110	Leokup Festing Type	110	Tables to Attach Tracking	000	Version
	Cost Codes	a 110	Larning Summary Wage		Lookup Aged Descriptions		Lookup Price Level Method	110	larget Status		
	Current Company	÷ 111	Employee Direct Deposit Data		Lookup Aging Groups		Lookup Rrice Level Rounding	<b>→</b> =	Tax Authorities	46.00	Work Tickel Header
_	Customer Contacts	4.00	Employee EE Detail		Lookup Alert ApplyTo	110	Lookup Price Level Use	+ 🖃	Tax Code Lockup		
<b>→</b> 🛅	Customer Custom Helds	+ 111	Employee ER Detail		Lookup Alert Condition	100	Lookup Recurrence Rate	+=	Tax Codes		

## Access Database Objects: Queries

# Queries use SQL to organize views of data. (See next page for Journals)

2	Create query in Design view	gry Chart Header		gry Income Statement Expenses	qry Quantity On Hand All
2	Create query by using wizard	gry Chart Lookup		gry Income Statement Revenues	gry Quote Journal Detail
画	aa qry JrnlHdr	gry Cost Of Sales		qry Inventory Adjustment Journal	gry Quote Journal Header
1	aa qry JrnlRow	gry Cost Of Sales Report		gry Inventory Adjustments by Job	qry Sales by Item Monthly Summary
重	aa qry Temp	qry Cost Per Item		qry Inventory BegBal Total	qry Sales by Item Report
1	aaQry_CR_Details	gry Customer Contacts		qry Inventory Beginning Balances	gry Sales by Job Report
4	aaQry_CR_Header	qry Customer List		qry Inventory Cost	qry Sales by Sales Rep Report
1	Assembly Adjustment Journal Detail	gry Customer Lookup		gry Inventory Cost1	gry Sales by Sales Rep Report 1
-	Assembly Adjustment Journal Header	qry Customer Mailing Labels		qry Inventory Sales	qry Sales by Sales Rep Report 2
	Cash Disbursement Journal Detail	gry Customer Master File		gry Inventory Sales by Period	gry Sales Invoicing Select Invoice by Date
	Cash Disbursement Journal Header	gry Customer Notes	2 00	qry Invoice Register	qry Sales Invoicing Select Invoice by ID
	Cash Receipt Journal Detail	gry Customer Notes to Print		gry Items Sold to Customers	gry Sales Invoicing Select Invoice by Reference
	Cash Receipt Journal Header	qry Customer ShipTo Addresses		qry Job Data	qry Sales Journal Detail
	Cash Receipt Journal Header 0	gry Customer ShipTo Custom Labels		gry Job Expenses - Actual	gry Sales Journal Header
	General Journal Detail	qry Customer Tasks	2 00	qry Job Expenses - Estimated	qry Sales Order Items Sold
	General Journal Header	gry Customer Tasks to Print		qry Job IDs	gry Sales Order Journal Detail
	Inventory Adjustment Journal Detail	qry DaysToPay		qry Job Ledger	gry Sales Order Journal Header
	Inventory Adjustment Journal Header	gry Default Employee EE Fields		qry Job Profitability Balance Fwd	gry Sales Reps
	Payroll Journal Header	qry Default Employee ER Fields		gry Job Profitability Report	qry Tax Authorities
	Payroll Journal Job Detail	gry Default Employee General Data		gry Job Tag New	qry Temporary GL Detail - All
	Payroll Journal Pay Detail	qry Default Employee Pay Levels		qry Job Tag Sorted	qry Temporary GL Detail - Last
	Purchase Journal Detail	gry Default GL Accounts		gry JrnlRow Count	qry Temporary GL Detail - Rollup
重	Purchase Journal Header	qry Default Inventory Data		qry Line Item Components	qry Ticket Register
1	Purchase Order Journal Detail	gry Default Price Levels		qry Line Item Components 1	qry Units Received
重	Purchase Order Journal Header	qry Default Vendor Data		gry Line Item Lookup	qry Unpaid Invoices
1	qry Aged Inventory 1	gry Employee EE Data		gry Line Items	qry Update Line Item History
1	qry Aged Receivables	qry Employee ER Data		qry Maintain Customer Invoice History	qry Users
-	qry Aged Receivables 1	gry Employee Header		gry Open Invoices by job	qry Vendor Header
重	qry Alarms	gry Employee Lookup		qry Paid Invoices by Sales Rep	qry Vendor Ledger
-	gry Alerts	gry Employee Pay Info		gry Payment Summary Report	gry Vendor Lookup
雪	qry Assembly Adjustment Journal Report	qry Employee Payroll Detail		qry Payroll Journal Header	Quote Journal Detail
1	gry Attachments	gry Event Log		gry Payroll Journal Job Detail	Quote Journal Header
重	qry Audit Trail	qry General Journal		qry Payroll Journal Pay Detail	Sales Journal Detail
	gry Beginning Balances	gry General Ledger		qry PeriodEndDate	Sales Journal Header
重	qry BOM Assembly Components	qry General Ledger Detail		qry Periods	Sales Order Journal Detail
-	qry BOM Items	gry General Ledger Trial Balance		gry Purchase Journal Detail	Sales Order Journal Header
重	qry BOM Latest History	qry General Ledger Trial Balance 1		qry Purchase Journal Header	sqry_Temporary_General_Ledger
	gry Cash Disbursement Journal Header	qry General Ledger Trial Balance 2		qry Purchase Order Journal Detail	
重	qry Cash Receipt Journal Header	qry Income Statement Cost Of Sales		qry Purchase Order Journal Header	

- Assembly Adjustment Journal
- Cash Disbursement Journal
- Cash Receipt Journal
- ☑ General Journal
- ✓ Inventory Adjustment Journal
- ☑ Payroll Journal
- ✓ Purchase Journal
- ✓ Purchase Order Journal
- Quote Journal
- Sales Journal
- Sales Order Journal
- Sys Cost Journal

The Journal is divided into Header & Detail records.

ALL journals (12) are kept in just 2 tables:

JrnlHdr & JrnlRow

On the previous page you will see examples of each journal as a query which you can copy & modify for your own use. (You must have modest understanding of SQL or structured query language to use queries)

#### **Access Database Objects: Forms**

Create form in Design view Open Company Create form by using wizard Options About PAWCOM Pick Customer Attach Tables Receive Payment for Invoice Configuration Repair EventLog Default Customer Data Report List Sales Invoicing Edit Customer Note Sales Invoicing Discount Edit Customer ShipTo Address Sales Invoicing Note Sales Invoicing PopUp Notes Edit Customer Task Edit Note Subform Sales Invoicing Print Expense Tickets Sales Invoicing Receive Payment Filtered Reports Sales Invoicing Select Invoice Invoice to Clipboard Select ending period Job Expenses Report Select Files Main Menu Select Job Maintain Select period range Ship To Address Maintain Company Information Maintain Customer Change ID Tasks Maintain Customer Contacts Maintain Customer Contacts Short Maintain Customer Custom Labels Maintain Customer General Labels Maintain Customer Invoice Maintain Customer Invoice Item Maintain Customer Notes Maintain Customer ShipTo Addresses Maintain Customer ShipTo Labels Maintain Customer Tasks Maintain Customer Terms Maintain Customers Maintain Inventory Item Add Component Maintain Inventory Item Change ID Maintain Inventory Item Prices Subform

Maintain Inventory Item Prices Subform2

Maintain Inventory Items

Maintain Vendor Change ID

Maintain Vendor Terms

Maintain Vendors

Much of the work of manipulating data is done with forms. Form names are selfdescriptive.

VBA code samples are provided for all forms. (Modest software engineering skills required)

#### **Access Database Objects: Reports**

rpt Employee EE Data

rpt Employee ER Data

rpt Employee Pay Info

rpt Employees

rpt Event Log

rpt General Data

rpt General Journal

rpt General Ledger

rpt Income Statement

rpt General Ledger Trial Balance

rpt Income Statement Expenses

rpt Income Statement Revenues

rpt Inventory Sales by Customer

rpt Inventory Sales by Zipcode

rpt Items Sold To Customers

rpt Invoice

rpt Invoice Detail

rpt Item Costing

rpt Job Expenses

rpt Job Profitability

rot Line Item Labels

rpt Packing Slip Detail

rpt Payment Summary

rpt Payroll Journal Header

rpt Payroll Journal Job Detail

rpt Payroll Journal Pay Detail

rpt Paid Invoices by Sales Rep

rpt Line Items

rpt Packing Slip

rpt Phase Codes

rpt Job Profitability Detail

rpt Line Item Assemblies

rpt Job Profitability Summary

rpt Job Data

rpt Invoice Register

rpt Employee Payroll Detail

- Create report in Design view Create report by using wizard 1 rpt aa Test rpt Aged Inventory rpt Aged Receivables by Customer rpt Aged Receivables by Sales Rep rpt Alarms rpt Alerts rpt Assembly Adjustment Journal rot Attachments rpt Audit Trail rpt Average Days To Payment rpt BOM Items rpt Cash Disbursement Journal rpt Cash Receipt Journal rpt Chart of Accounts 5 rpt Company Information 5 rpt Cost Codes rpt Cost of Sales rpt Customer List rpt Customer Mailing Labels rot Customer Master File rpt Customer Note rpt Customer Notes rpt Customer Task rpt Customer Tasks rpt Default Customer Data rpt Default Employee EE Fields rpt Default Employee ER Fields rpt Default Employee General Data rpt Default Employee Pay Levels rpt Default GL Accounts rpt Default Inventory Data rpt Default Job Data rpt Default Price Levels rpt Default Ship Method rpt Default Statement Data rpt Default Tax Types rpt Default Vendor Data
- rpt Profit Margin Report by Sales Rep rpt Purchase Journal Detail rpt Purchase Journal Header rpt Purchase Order Journal Detail rpt Purchase Order Journal Header rpt Quote Journal Detail rpt Ouote Journal Header rpt Sales by Item rpt Sales by Item Monthly Summary rpt Sales by Item Summary rpt Sales by Sales Rep rpt Income Statement Cost Of Sales rpt Sales Journal Detail rpt Sales Journal Header rpt Sales Open by Job rpt Inventory Adjustment Journal rpt Sales Order Items Sold Daily rpt Inventory Adjustments by Job rpt Sales Order Journal Detail rpt Sales Order Journal Header rpt Sales Tax Codes rpt Tax Authorities rpt Tax Table rpt Ticket Register rpt Unpaid Invoices rpt Users rpt Vendor Ledger rpt Vendor List rpt Vendor Master File

Extensive report examples are provided. From these you have report designs you can copy & modify for your own use.

In addition there are many VBA code samples for the reports which you can copy & modify for your own use.

#### Access Database Objects: VBA Code Samples

		J	
20	32-bit Specific Support	22	JrnlRow functions
22	aaStd_mwClearTables	22	JrnISNo functions
22	Address functions	22	Line Item functions
22	Aflocat	20	Memorized Transaction functions
22	Alarm functions	28	Payment_Method_Functions
22	Alert functions	22	Phase Code functions
22	Attach tables	22	PostDialog function
22	Attachments functions	22	Purchase Journal functions
22	Audit Trail functions	22	Quantity Discount functions
22	Bank Reconciliation functions	22	Raise History functions
22	BOM History functions	22	Receipt Tag functions
22	BOM Items functions	22	Recurring Transaction functions
22	Btrieve functions	22	Roles functions
22	Cash Receipt Journal functions	22	Sales Journal functions
22	Change Order functions	22	Status functions
22	Chart functions	22	Structures
22	Company Info Functions	22	Summary functions
420	Contact functions	2	Support functions
22	Cost Code functions	2	Support functions 2
22	Customer functions	22	Support functions 3
22	Default Functions	22	System Preferences functions
22	Demonstration functions	2	Target functions
22	Demonstration Support functions	2	Tax Authority functions
22	Employee functions	22	Tax Code functions
22	Error Handling	20	Tax Table functions
22	Eventlog functions	22	Ticket Register functions
£22	General Data functions	22	Unit Measure
<b>₽</b>	General Journal functions	2	UPS Data
<i>₽</i>	Globals	2	User functions
<b>₽</b>	Globals2	2	Vendor functions
<b>₽</b>	Group Data functions	2	VendorInsurance
<b>22</b>	Inventory Adjustment Journal functions	2	Work Ticket functions
<b>428</b>	Inventory Chain functions		
£20	Inventory Cost functions		
<b>₽</b>	Job Data functions		
2	Job Estimate functions		
4	Journal functions		
22	Journal Support Functions		

JrnlHdr functions

All of the MS Access objects use VBA code which is provided in modules.

Module names are in most cases self-explanatory.

You should be careful to copy & modify the sample code so as not to break the MS Access front end functionality.

Modest VBA programming skills required.