

User Manual

Creating a custom ribbon

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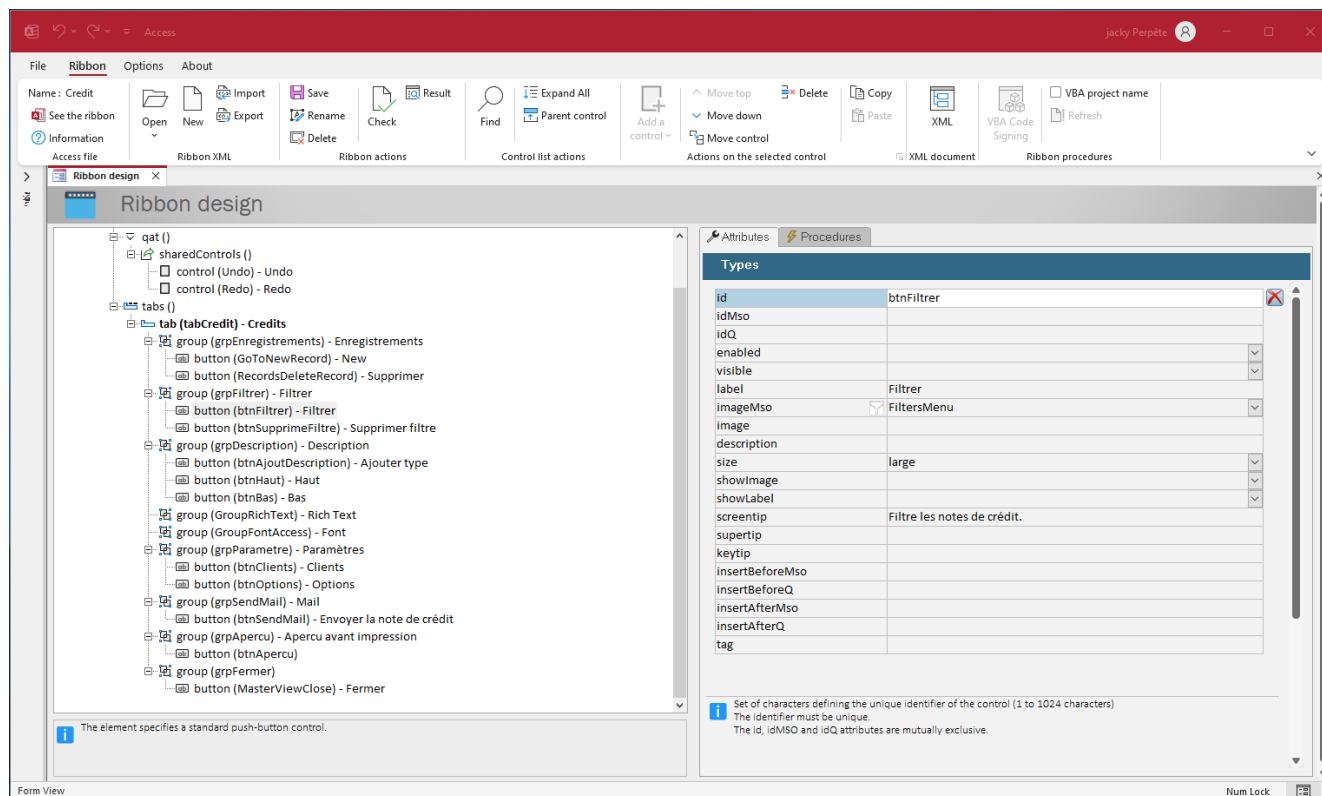
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Introduction

Creating a custom ribbon in Access is done using XML code.

The Ribbon Wizard provides an interface for generating the XML code for your personal ribbons.

This wizard is intended for versions of Access 2019 and 2021.



Installation

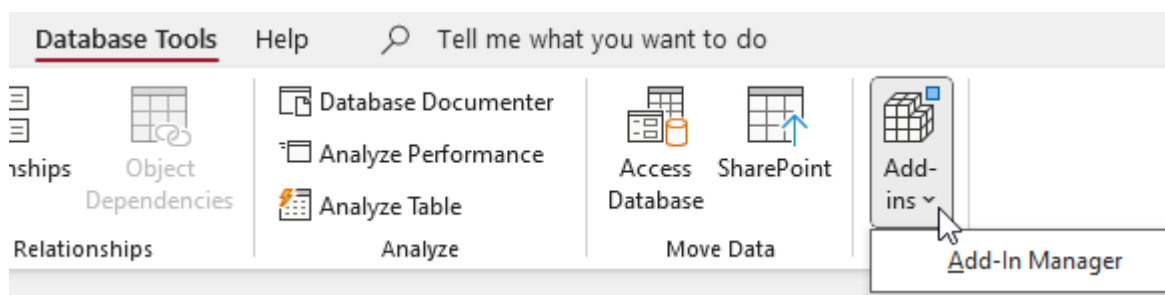
When the compressed file is downloaded and decompressed, you get the file « **AccessRubanCustom_19.accde** » usable with Access 2019 and 2021.

This file is to be installed as an add-in in Access.

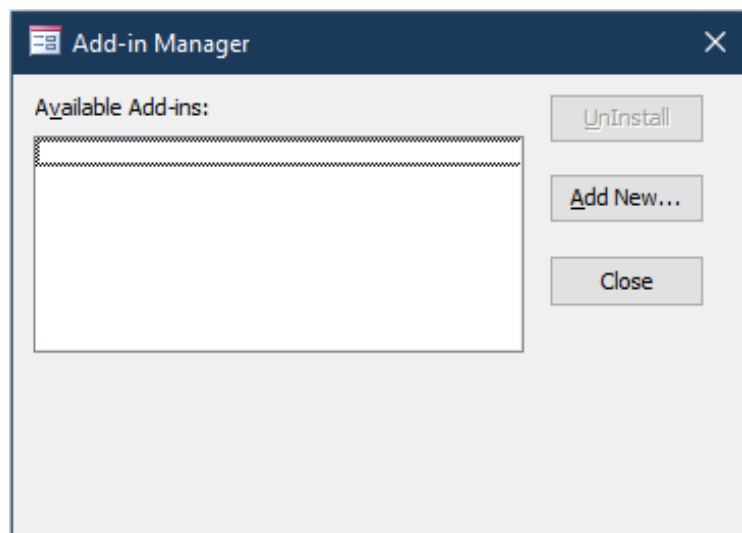
To install this add-in, it is not necessary to run Access in administrator mode.

First method of installing the add-in

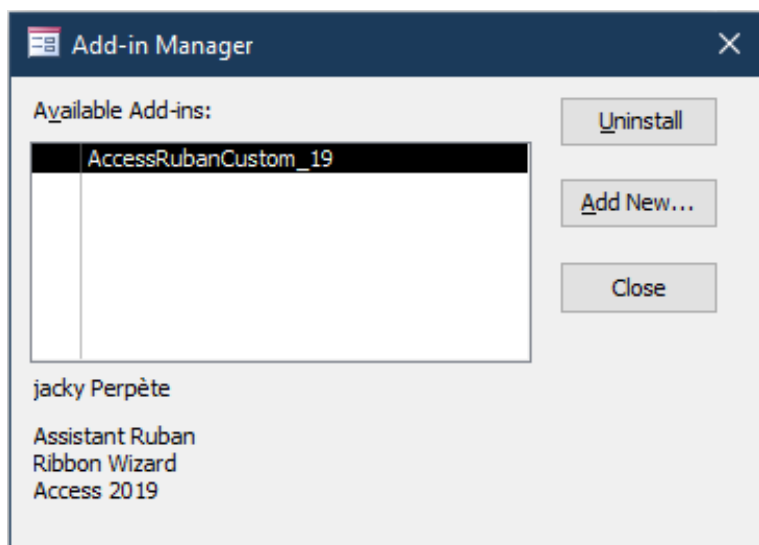
1. Open an existing database.
2. In the « **Database Tools** » ribbon tab, expand the list under the « **Add-ins** » command and choose « **Add-in Manager** ».



The « **Add-in Manager** » dialog box now appears.

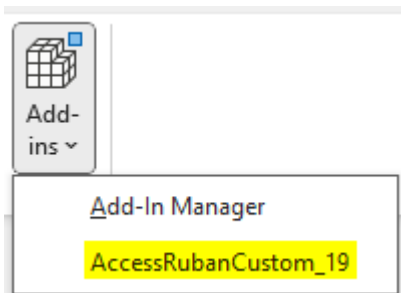


3. Click « **Add New...** ».
4. Navigate to the « **accde** » file located in one of your folders and select it. It now appears in the list of available add-ins.



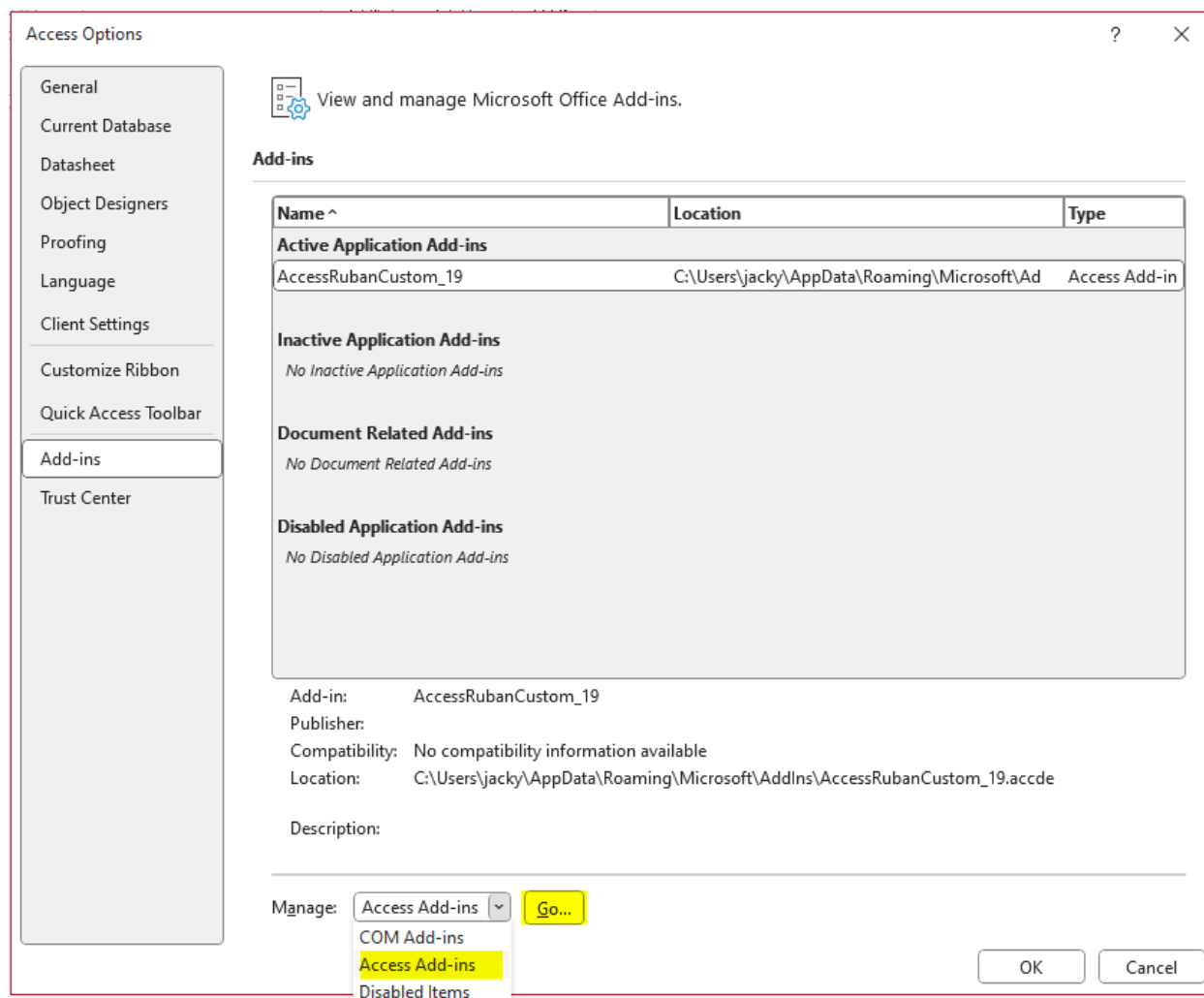
5. Close the Add-in Manager.

The add-in now appears in the « **Add-ins** » menu.



Second mode of installation of the add-in

1. Open Access.
2. In the opening window from the commands, choose « **Options** ».
3. Then select « **Add-ins** », then « **Access Add-ins** » from the « **Manage** » drop-down list at the bottom.
4. Click on « **Go...** ».



As in the first installation mode, the « **Add-in Manager** » dialog box is now displayed.

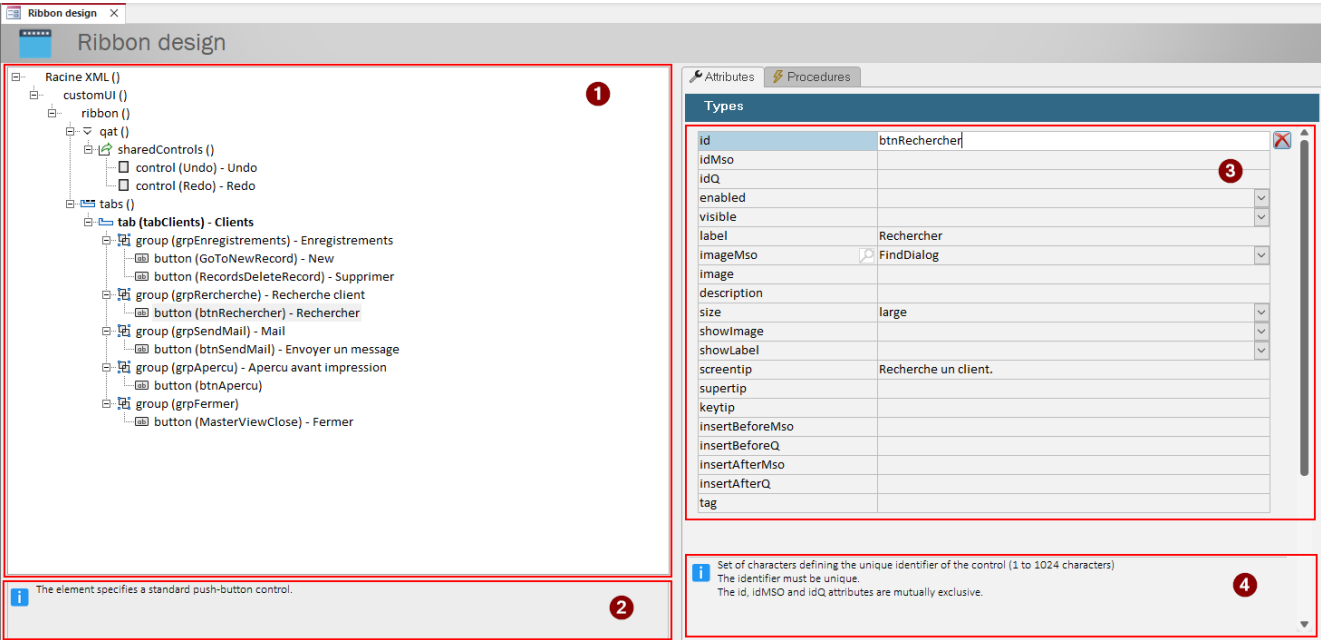
The rest of the installation mode is identical to the description of the first installation mode.

Add-in update

To install an add-in update, simply repeat the installation described previously. The old supplement will be replaced by the new one.

Design view

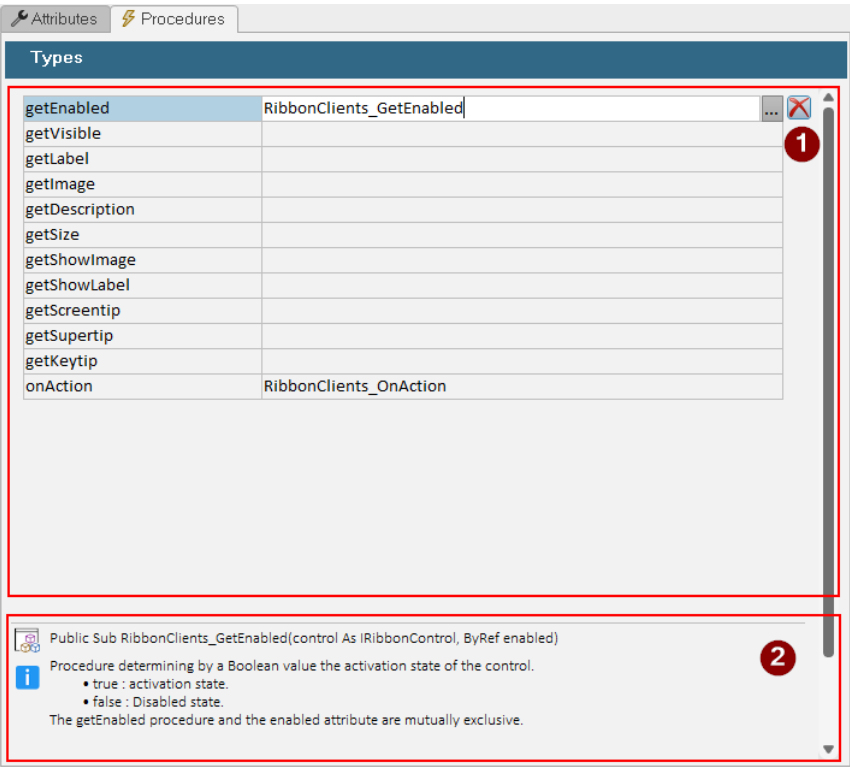
Ribbon Control tree view and attributes



Mark	Description
1	Custom Ribbon Control tree view Window. The information displayed is as follows: <ul style="list-style-type: none">The type of control.In parentheses, the value of the « id » or « idMso » or « idQ » attribute of the control.After the hyphen the value of the « label » attribute of the control.
2	Information about the control selected in the tree view.
3	With the « Attributes » tab selected, the display window for the attributes of the control selected in the tree is displayed.
4	Information about the attribute selected in the attributes grid.

Ribbon Control tree view and procedures

If the « **Procedures** » tab is selected, the following display appears:



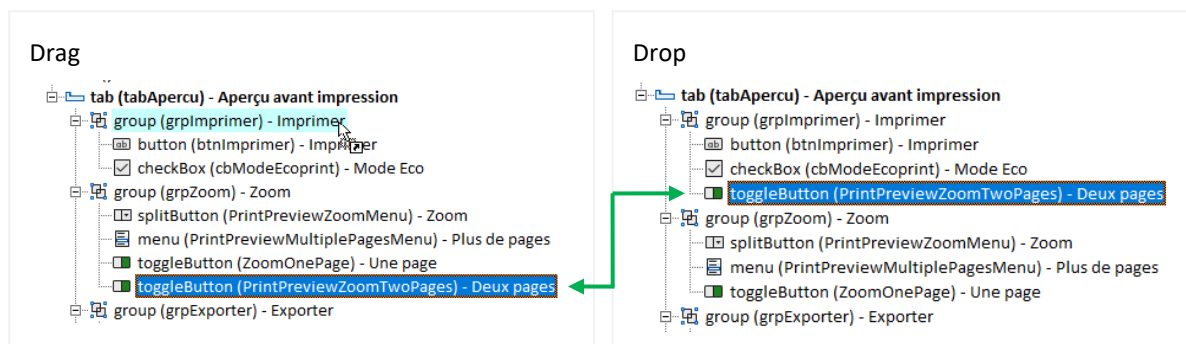
Mark	Description
1	Window displaying the procedures of the control selected in the tree view.
2	Information on the signature of the Sub procedure and on the procedure selected in the procedure grid.

Managing the control tree view

Moving a control

When the left mouse button is pressed on the selected control, on mouse movement the control can be moved to a destination control.

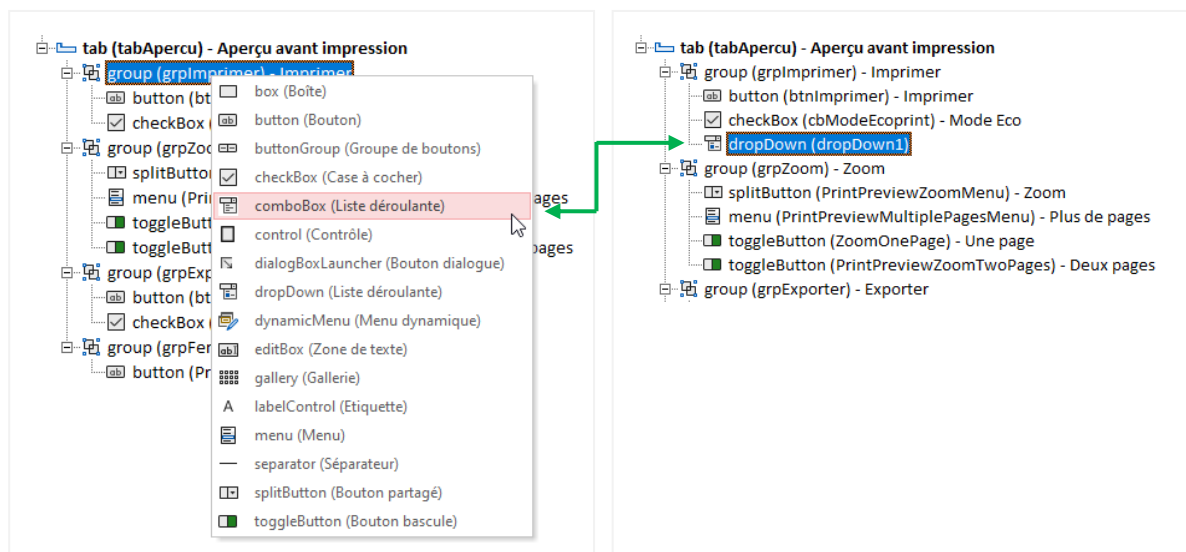
When the mouse button is released on the destination control, if this control accepts the moved control, it will be inserted at the end of the list of contained controls.



Adding a control

When the right mouse button is released on the selected control, if this control accepts other controls in its content, a list of control types will be visible.

After choosing a type of controls, it will be inserted at the end of the list of controls contained in the selected control.

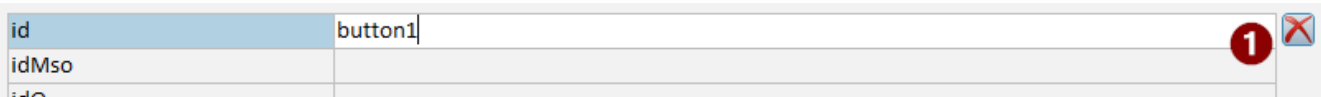


Managing attribute values

Introducing values for attributes is done in several different ways.

Introduction using a single line text box

The user enters text directly into the text box next to the attribute.
The text can be deleted using the button at mark 1 in the illustration.

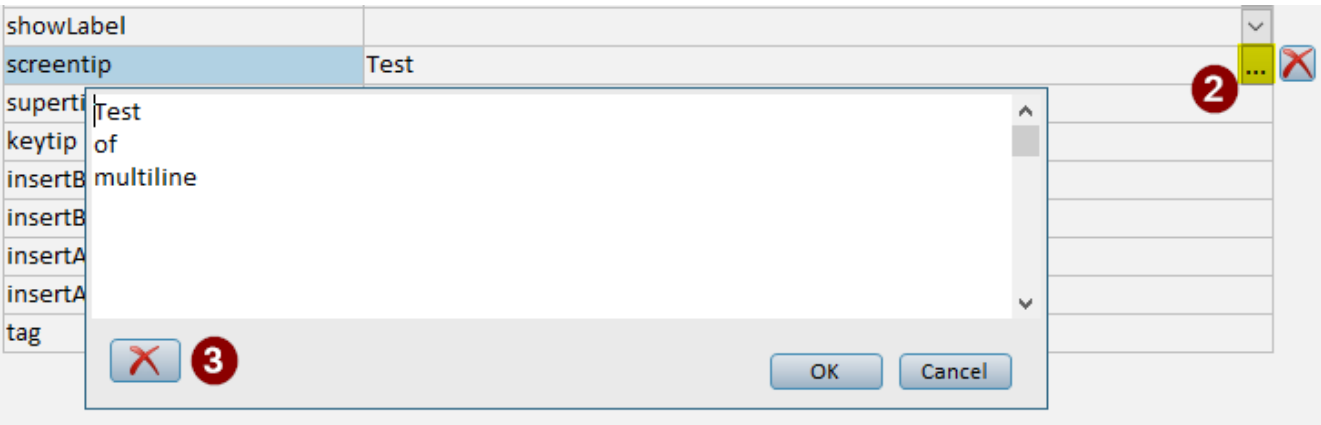


Introduction using a multiline text box

The user can directly enter text in the text box next to the attribute.
A new line is created by pressing the « **CTRL+ ENTER** » keys.
Lines of text scroll using the vertical scroll bar.
The text can be deleted using the button marked 1 in the illustration.



Using the button marked 2 in the illustration, you can open a larger window to view all the lines of text.
The text in this window is entered in the same way as described above.
The text can be deleted using the button marked 3 in the illustration.



Note

For certain attributes the line break is not taken into account.

Introduction using a drop-down list

The user selects an item from the list next to the attribute.
List items are predefined based on attribute type and are not editable.

enabled		▼
visible		▼
label	true	
imageMso	false	
image		

The selected item can be deleted using the button marked 1 in the illustration.

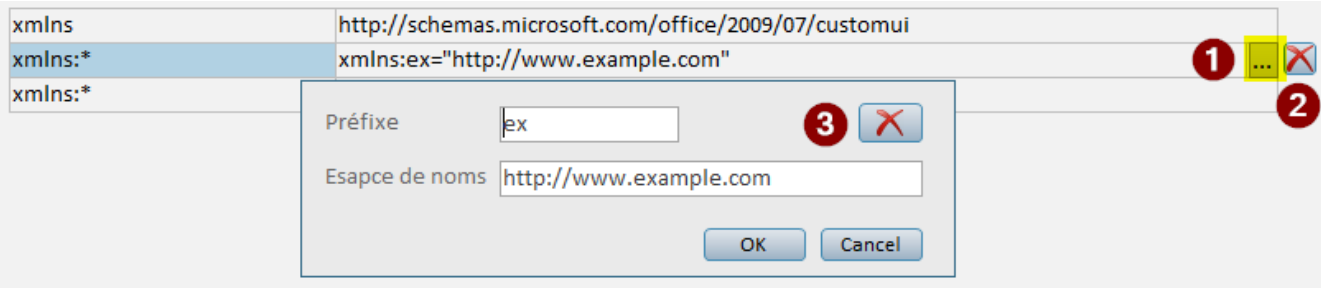
description			
size	normal	▼	
showImage	normal		1
showLabel	large		
screentip			

Introduction to using pop-ups

Attribute defining a declaration of a custom namespace

Type of attributes: xmlns: *

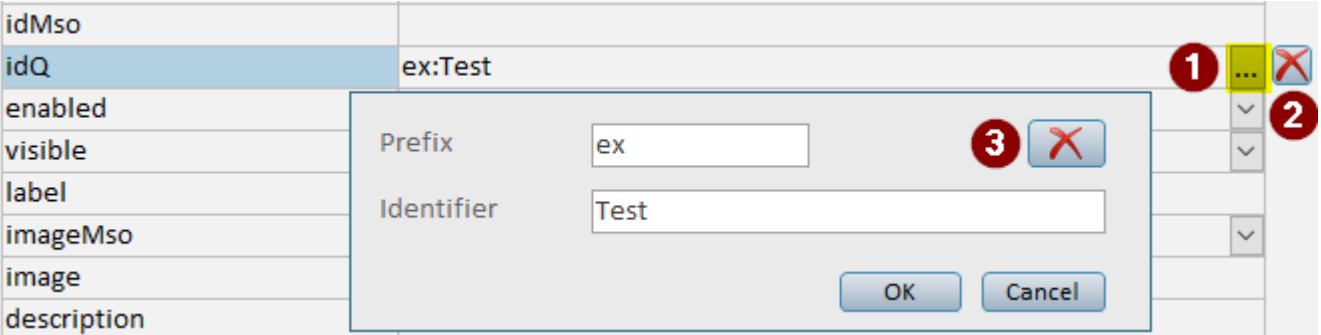
Using the button marked 1 in the illustration, you open a pop-up window to enter a prefix and a namespace.
The text can be erased using the buttons marked 2 and 3 in the illustration.



Attributes defining the identifier of a qualified control preceded by a namespace prefix

Types of attributes: idQ - insertBeforeQ – insertAfterQ

Using the button marked 1 in the illustration, you open a pop-up window to enter a prefix and an identifier.
The text can be erased using the buttons marked 2 and 3 in the illustration.



Attributes defining the identifier of a built-in standard control

Types of attributes: idMso – insertBeforeMso - insertAfterMso

Using the button marked 1 in the illustration, you open a pop-up window to select an integrated standard control.
The text can be deleted using the button marked 2 in the illustration.

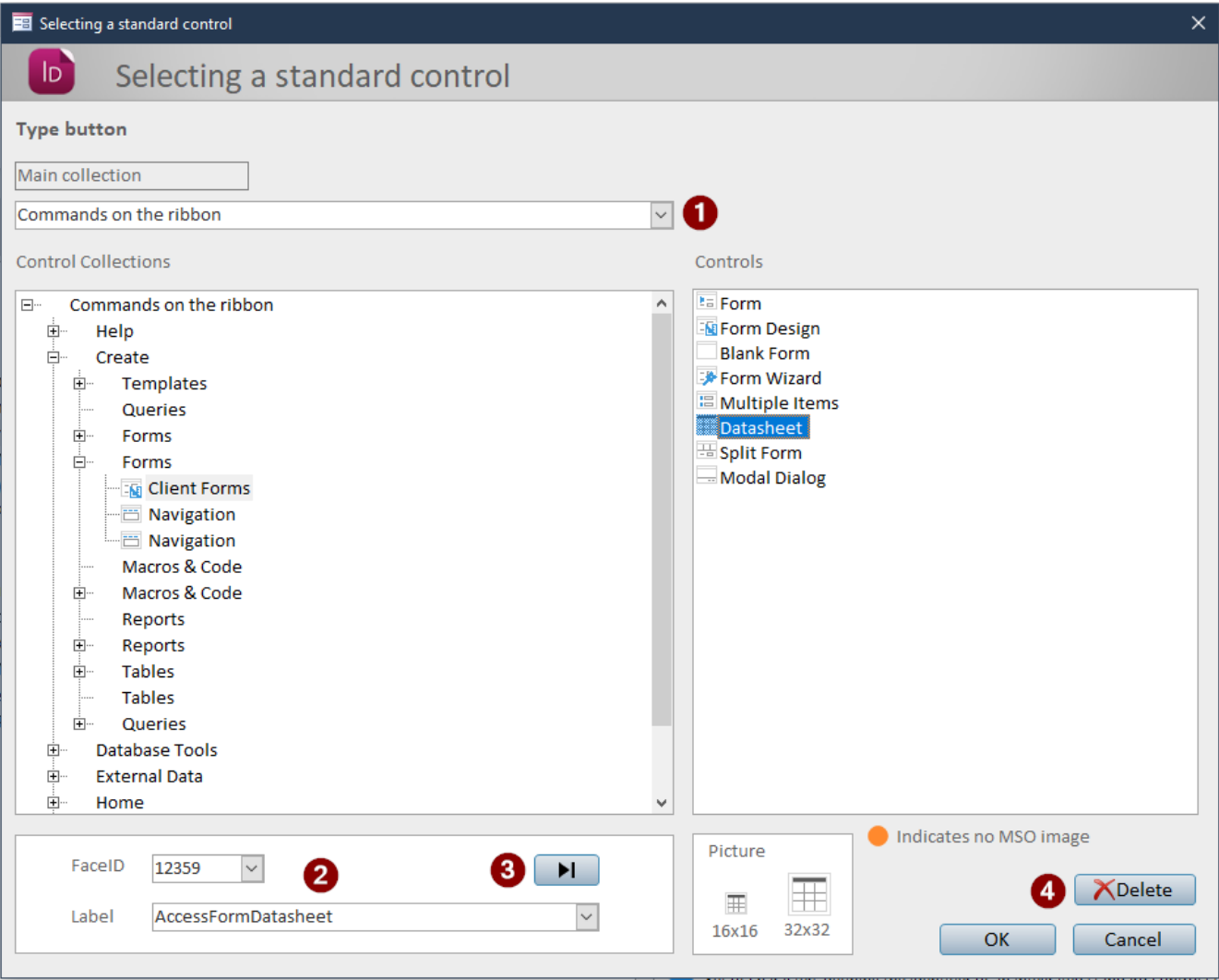
id	
idMso	FilterClearAllFilters
idQ	

Using the « **Main collection** » drop-down list, the « **Control collections** » tree view and the « **Controls** » list around mark 1 in the illustration, you will be able to select an integrated Access control.

The « **FacelID** » drop-down list, containing the identification numbers of the built-in controls, and the « **Label** » drop-down list containing their identification names, also allow you selection. These lists are located at mark 2 in the illustration.

The button at mark 3 is visible, if the selected control is present in several collections. Pressing the button scrolls the visualization of the selected control in the collections.

The selection can be cleared using the button marked 4 in the illustration.



Managing Procedure Values

The introduction of values for procedures is carried out using a pop-up window.
This value corresponds to the Sub procedure name in VBA code.

Example: Public Sub **rbTest_OnAction**(control As IRibbonControl.

Using the button marked 1 in the illustration, you open a pop-up window to define the value for the procedure.
The text can be deleted using the button marked 2 in the illustration.

getVisible		
getLabel	Test_GetLabel	1
getImage		2

Using the « **Value** » drop-down list marked 1 in the illustration, you will be able to select a proposed value or an existing value in the VBA code. You can also enter a value not listed in the drop-down list.
The button marked 2 allows you to add an extension to the value depending on the type of procedure in order to make this value more understandable.

The text at marker 3 is visible if the « **VBA Project Name** » check box on the program's main ribbon is checked.
This adds the VBA project name to the procedure values.

This addition is necessary when the database is used as a complement (accde, accdc).
The value can be cleared using the button marked 4 in the illustration.

Value

Test_GetEnabled

1

Extension

_GetEnabled

+!

2

X

VBA project

3

4

i

Reference to Microsoft Office XX.X Object Library is required.
Add it from the <Tools> tab then the <References..> menu.

OK

Cancel

Here is the illustration regarding adding the VBA project name.

getEnabled

Database1.Test_GetEnabled

getVisible

Value

Test_GetEnabled

getLabel

Extension

_GetEnabled

+!

X

getImage

VBA project

Database1

getDescription

i

Reference to Microsoft Office XX.X Object Library is required.
Add it from the <Tools> tab then the <References..> menu.

getSize

OK

Cancel

getShowImage

getShowLabel

getScreentip

getSupertip

getKeytip

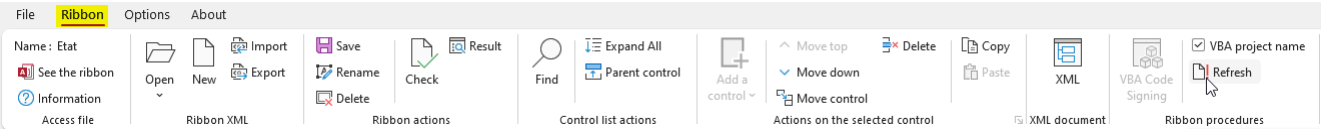
Note

For the use of VBA code with the creation of a custom ribbon, it is necessary to add the object library referenced « **Microsoft Office XX.X Object Library** » (XX.X represents the numbers of your version) from the « **Tools** » menu in the VBA code window.

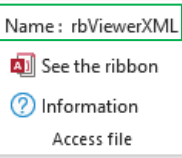
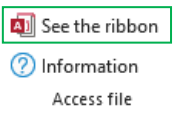
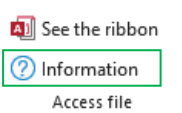
Program ribbon

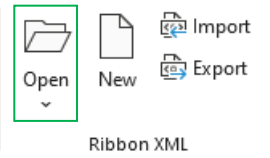
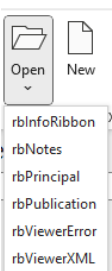
Ribbon tab

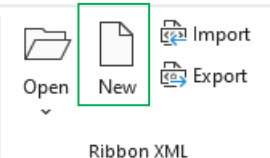
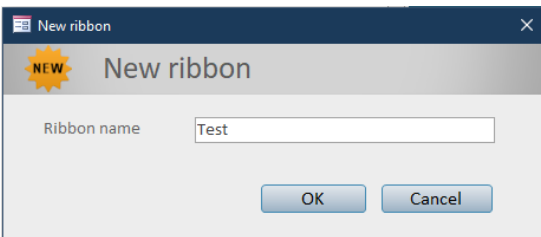
The « **Ribbon** » tab of the program ribbon contains various commands useful for creating the personalized ribbon.

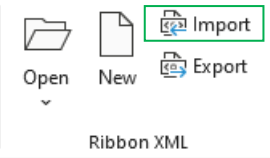


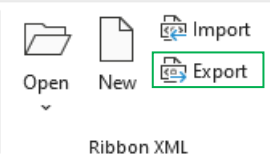
Functions of the different commands

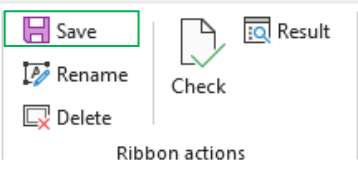
Command	Description
	Displays the name of the current custom ribbon.
	Visualizes the custom ribbon design without running calling procedures using another database.
	Shows some notes on designing the custom ribbon and viewing it.

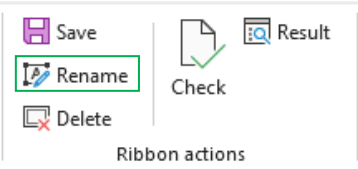
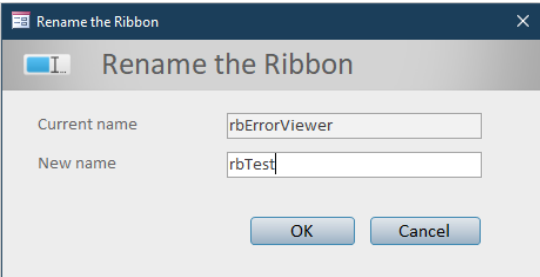
Command	Description
 <p>Ribbon XML</p>	<p>Selects a ribbon from the list of ribbons contained in the « USysRibbons » table of the current database.</p> <p>Data from the selected ribbon will be displayed.</p> 

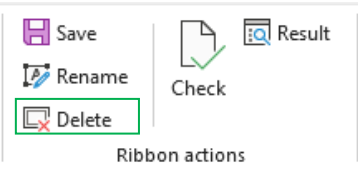
Command	Description
 <p>Ribbon XML</p>	<p>Creates a new ribbon from a prompt window.</p> <p>The name of the ribbon is entered in the « Ribbon name » text box.</p> 






Command	Description
 <p>Ribbon XML</p>	<p>Imports an XML format file containing data for a custom ribbon.</p> <p>The origin of the import is introduced using a dialog box.</p>

Command	Description
 <p>Ribbon XML</p>	<p>Exports the current ribbon data to a file in XML format.</p> <p>The export destination and the name of the XML file are entered using a dialog box.</p>

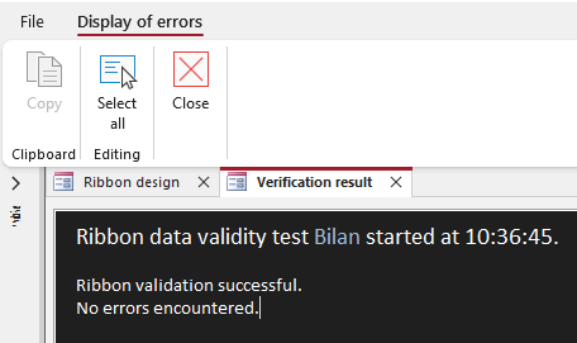
Command	Description
 <p>The image shows a 'Ribbon actions' menu with four items: 'Save' (floppy disk icon), 'Rename' (pencil icon), 'Delete' (trash can icon), and 'Check' (checkmark icon). The 'Save' button is highlighted with a green border. To the right of the menu are icons for 'Result' (magnifying glass) and 'Check' (checkmark).</p>	<p>Saves the current ribbon data to the « USysRibbons » table of the active database.</p> <p>The button is active if changes have been made to the current ribbon.</p>

Command	Description
 <p>The image shows a 'Ribbon actions' menu with four items: 'Save' (floppy disk icon), 'Rename' (pencil icon), 'Delete' (trash can icon), and 'Check' (checkmark icon). The 'Rename' button is highlighted with a green border. To the right of the menu are icons for 'Result' (magnifying glass) and 'Check' (checkmark).</p>	<p>Renames the current ribbon from a prompt window.</p> <p>The new ribbon name is entered in the « New name » text box.</p>  <p>The image shows a 'Rename the Ribbon' dialog box. It has a title bar 'Rename the Ribbon' with a close button. Inside, there is a 'Current name' text box containing 'rbErrorViewer' and a 'New name' text box containing 'rbTest'. At the bottom are 'OK' and 'Cancel' buttons.</p>

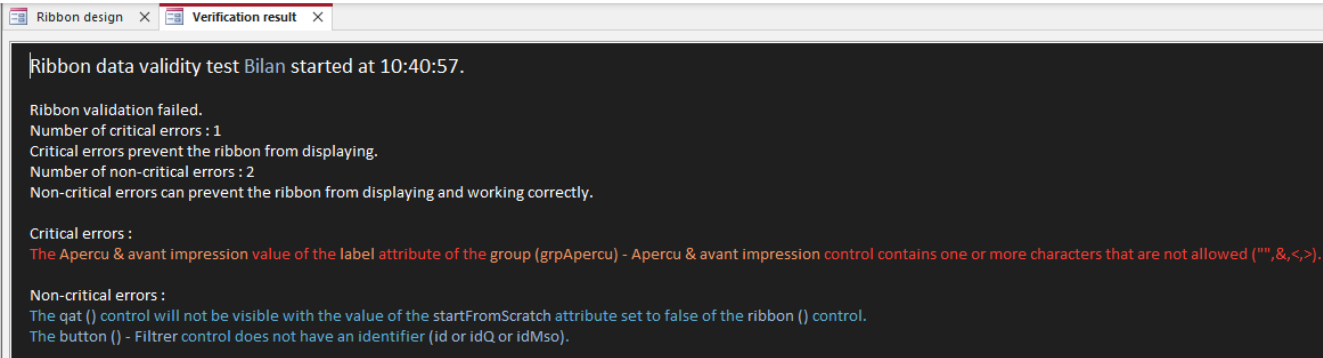
Command	Description
 <p>The image shows a 'Ribbon actions' menu with four items: 'Save' (floppy disk icon), 'Rename' (pencil icon), 'Delete' (trash can icon), and 'Check' (checkmark icon). The 'Delete' button is highlighted with a green border. To the right of the menu are icons for 'Result' (magnifying glass) and 'Check' (checkmark).</p>	<p>After a confirmation message, the current ribbon will be permanently deleted from the « USysRibbons » table of the active database.</p>

Command	Description
<div><div><div><div> Save</div><div> Rename</div><div> Delete</div></div><div><div> Check</div><div> Result</div></div></div><div>Ribbon actions</div></div>	<p>Checks the validity of the current ribbon data.</p> <p>After the check, a window showing the result is displayed.</p>






Displaying the verification result without errors.



Displaying the check result with errors.



Using the ribbon commands in the result window, it is possible to copy a selection of text to the clipboard and select all of the displayed text.

Command	Description
<div><div><div><div> Save</div><div> Rename</div><div> Delete</div></div><div><div> Check</div><div> Result</div></div></div><div>Ribbon actions</div></div>	<p>Redisplays the window showing the result of the current ribbon check after it is closed.</p>

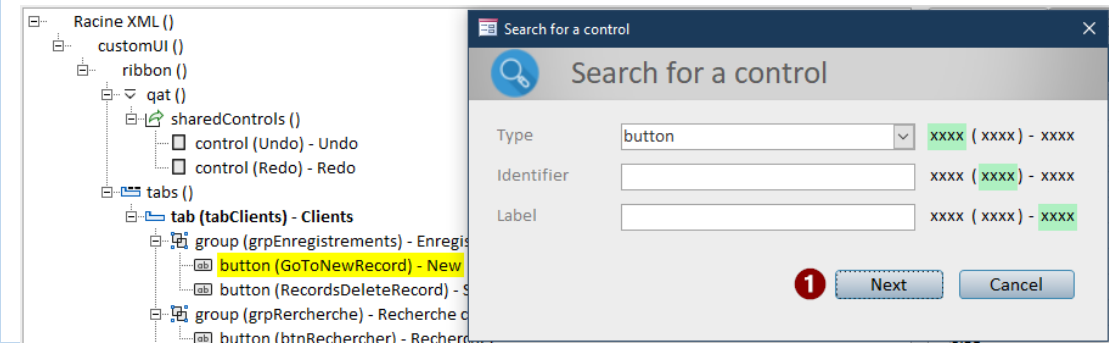
Command	Description
<div><div><div><div><div><div></div><div>Find</div></div></div><div><div><div></div><div>Expand All</div></div><div><div></div><div>Parent control</div></div></div></div><div>Control list actions</div></div></div>	Searches for a control in the control tree view from a prompt window.

For search selection, you can combine different parameters corresponding to the control identification in the tree view.

- A drop-down list « **Type** », for choosing a type of control found after the icon.
- A text « **Identifier** » for the choice of the part found in parentheses.
- A text « **Label** » for choosing the part after the dash.

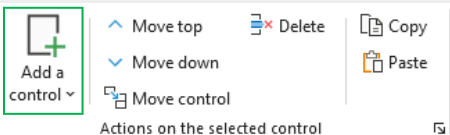
The searched text begins with the first character to the left of the identifier or label.

The « **Next** » button marked 1 in the illustration allows you to move in the tree structure to each control corresponding to the search selection. The found control is highlighted in yellow.



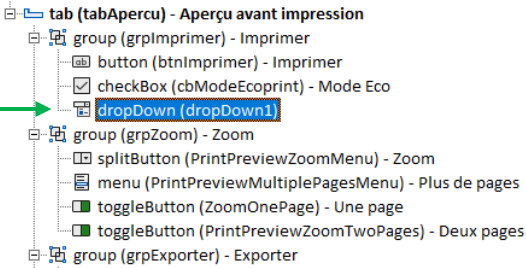
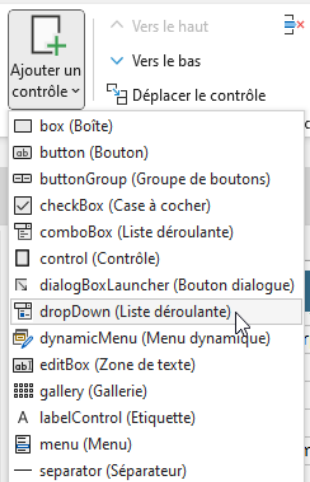
Command	Description
<div><div><div><div><div><div></div><div>Find</div></div></div><div><div><div></div><div>Expand All</div></div><div><div></div><div>Parent control</div></div></div></div><div>Control list actions</div></div></div>	Expands the entire list of controls in the tree to view them all. <div><div><div><div><div><div></div><div>Racine XML ()</div></div><div><div><div></div><div>customUI ()</div></div></div></div><div><div><div><div><div><div></div><div>Racine XML ()</div></div><div><div><div></div><div>customUI ()</div></div><div><div><div></div><div>ribbon ()</div></div><div><div><div></div><div>qat ()</div></div><div><div><div></div><div>sharedControls ()</div></div><div><div><div></div><div>control (Undo) - Annu</div></div><div><div><div></div><div>control (Redo) - Refai</div></div></div><div><div><div></div><div>tabs ()</div></div></div></div></div></div></div></div></div></div></div></div></div></div></div>

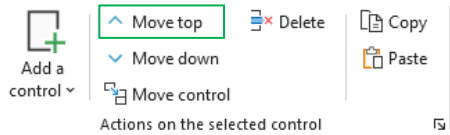
Command	Description
<div><div><div><div><div><div></div><div>Find</div></div></div><div><div><div></div><div>Expand All</div></div><div><div></div><div>Parent control</div></div></div></div><div>Control list actions</div></div></div>	Positions itself on the parent control of the selected control. <div><div><div><div><div><div></div><div>tab (tabClients) - Clients</div></div><div><div><div></div><div>group (grpEnregistrements) - Enregistrements</div></div><div><div><div></div><div>button (GoToNewRecord) - Nouveau</div></div><div><div><div></div><div>button (RecordsDeleteRecord) - Supprimer</div></div></div><div><div><div></div><div>group (grpRecherche) - Recherche client</div></div></div></div></div></div><div><div><div><div><div><div></div><div>tab (tabClients) - Clients</div></div><div><div><div></div><div>group (grpEnregistrements) - Enregistrements</div></div><div><div><div></div><div>button (GoToNewRecord) - Nouveau</div></div><div><div><div></div><div>button (RecordsDeleteRecord) - Supprimer</div></div></div><div><div><div></div><div>group (grpRecherche) - Recherche client</div></div></div></div></div></div></div></div></div></div></div></div>

Command	Description
	From a list, adds a new control to the selected control.

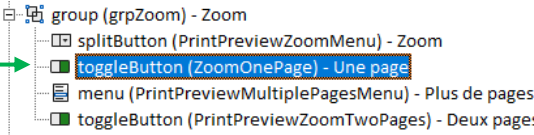
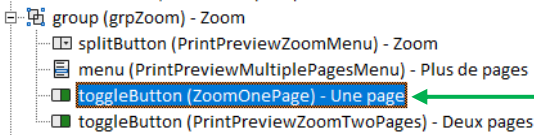
When you press the button, if the selected control accepts other controls in its content, a list of control types will be visible.

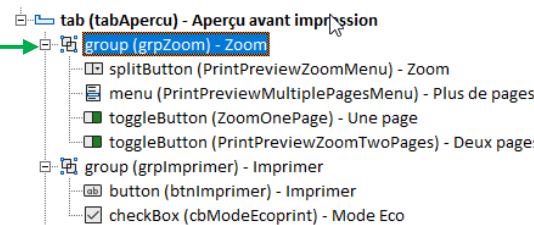
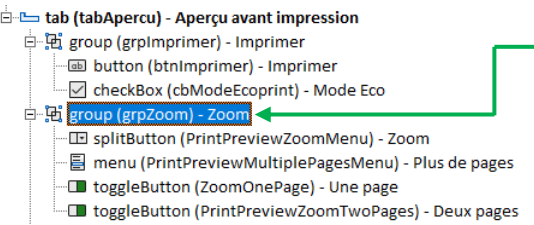
After choosing a type of controls, it will be inserted at the end of the list of controls contained in the selected control.

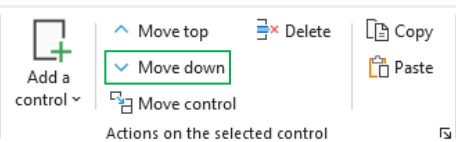


Command	Description
	Moves the selected control and its contents up.

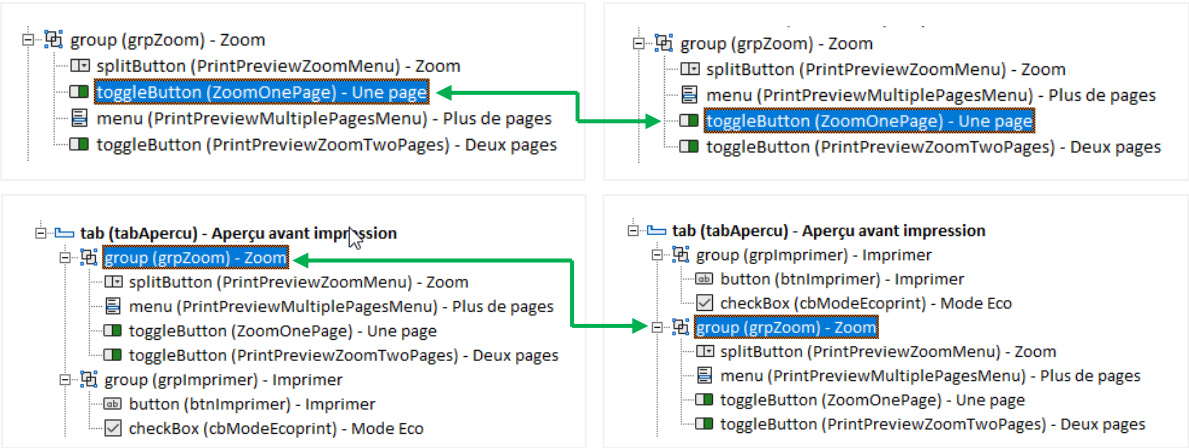
Moving is only possible in the list of parent controls.

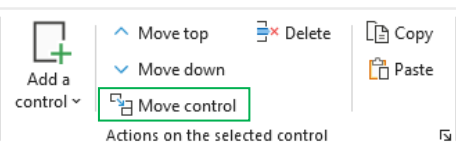




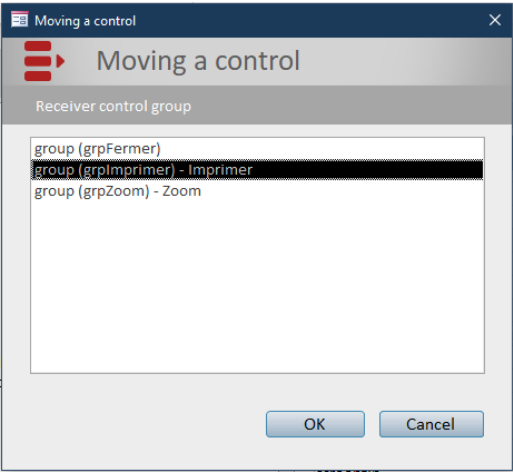
Command	Description
 <p>Actions on the selected control</p>	Moves the selected control and its contents down.

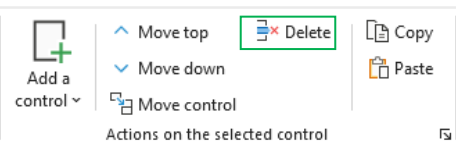
Moving is only possible in the list of parent controls.

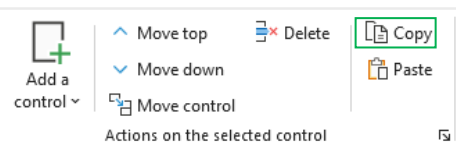
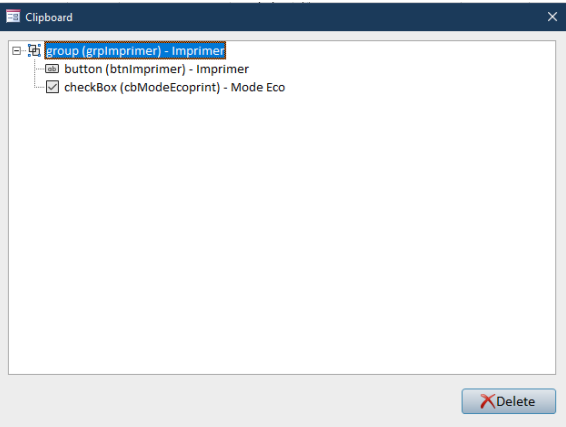


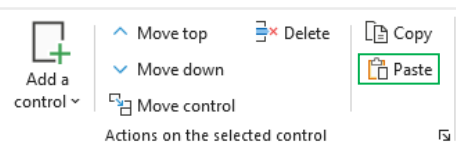
Command	Description
 <p>Actions on the selected control</p>	Moves the selected control and its contents to another group of controls.

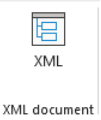
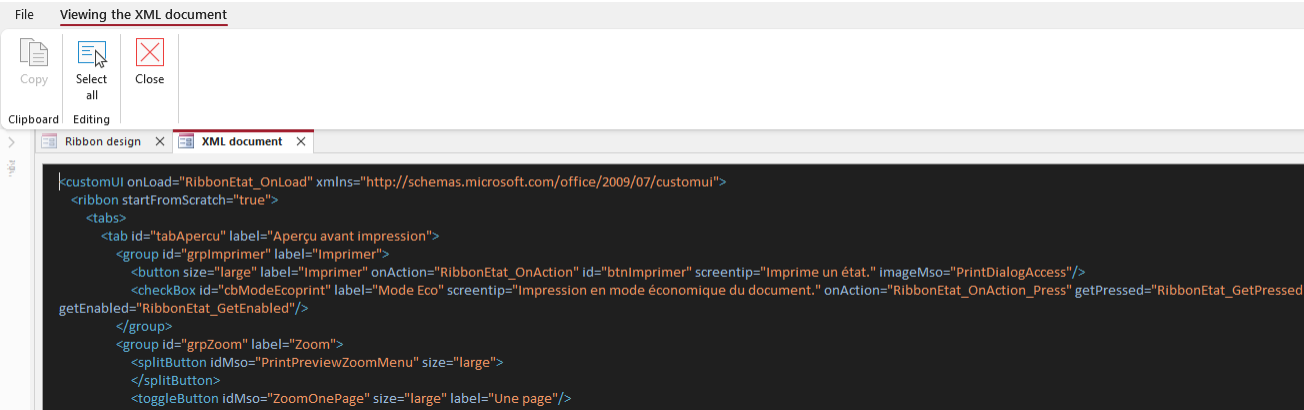
When the button is pressed, a prompt window displays the groups of controls available to receive the selected control. After selecting a group of controls and pressing the « OK » button, the selected control and its contents will be moved.




Command	Description
 <p>Actions on the selected control</p>	After a confirmation message, the selected control and its contents will be permanently deleted from the current ribbon.

Command	Description
	Copy the selected control and its contents to the clipboard.
<p>When you press the small button in the lower right corner of the group of commands, a window opens and displays the contents of the copy.</p> <p>Pressing the « Delete » button in the window deletes the contents of the copy.</p> 	

Command	Description
	Paste the contents of the clipboard into the selected control.
<p>The paste action will only be possible if the selected control is willing to receive the contents of the clipboard.</p> <p>The contents of the clipboard will be inserted at the end of the list of controls contained in the selected control.</p>	

Command	Description
	Displays the current ribbon XML code in a window.
 <pre><customUI onLoad="RibbonEtat_OnLoad" xmlns="http://schemas.microsoft.com/office/2009/07/customui"> <ribbon startFromScratch="true"> <tabs> <tab id="tabApercu" label="Aperçu avant impression"> <group id="grpImprimer" label="Imprimer"> <button size="large" label="Imprimer" onAction="RibbonEtat_OnAction" id="btnImprimer" screentip="Imprimer un état," imageMso="PrintDialogAccess"/> <checkBox id="cbModeEcoPrint" label="Mode Eco" screentip="Impression en mode économique du document," onAction="RibbonEtat_OnAction_Press" getPressed="RibbonEtat_GetPressed" getEnabled="RibbonEtat_GetEnabled"/> </group> <group id="grpZoom" label="Zoom"> <splitButton idMso="PrintPreviewZoomMenu" size="large"> <splitButton> <toggleButton idMso="ZoomOnePage" size="large" label="Une page"/> </splitButton> </splitButton> </group> </tab> </tabs> </ribbon> </customUI></pre>	
<p>Using the ribbon commands in the XML document window, it is possible to copy a selection of text to the clipboard and select all of the displayed text.</p>	

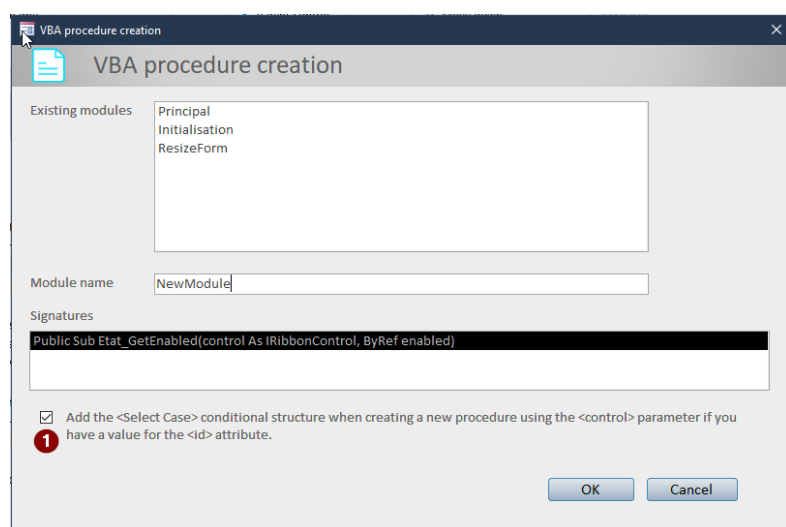
Command	Description
 <input type="checkbox"/> VBA project name <input type="checkbox"/> Refresh Ribbon procedures	Creating or accessing the VBA code of the procedure in a module.

If no Sub procedure exists in the VBA code for the procedure selected in the Procedures View window, a prompt window is displayed.

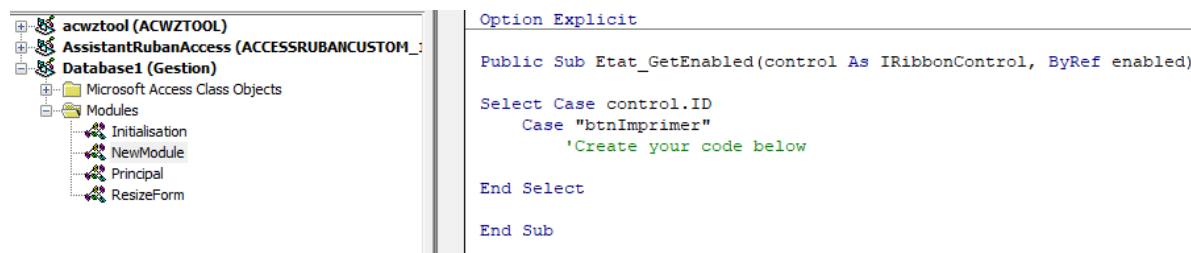
The Sub procedure will be created in the module selected in the « Existing modules » list or in a new module from the text entered in the « Module name » text box.

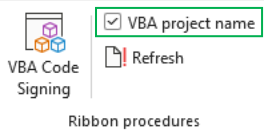
For certain controls, there are several types of signatures. In this case, you will need to select the signature in the « Signatures » list.

If the selected control has an « **id** » attribute, the check box marked 1 in the illustration is active. It allows you to add a conditional structure (Select Case) in the Sub procedure.

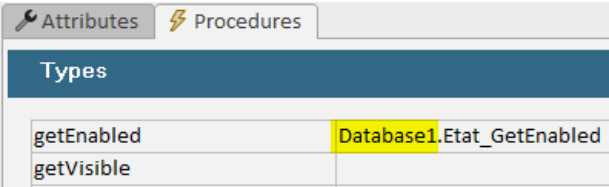


Sub procedure created in VBA code based on choice.

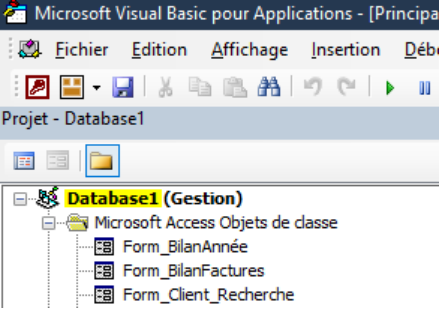


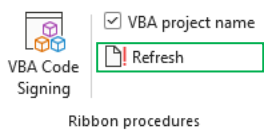
Command	Description
	If we check the check box, the name of the VBA project will be automatically added to the values of all current ribbon procedures. Otherwise, the VBA project name will be deleted automatically.

The VBA project name is necessary when the database is used as an add-in (accde, accdc).



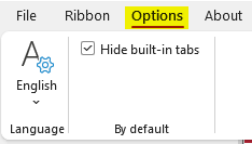
Project name in VBA window.




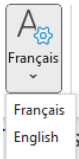
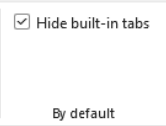
Command	Description
	Updates the VBA project name to the values of all current ribbon procedures. This update is necessary in the case of a change of name of the VBA project.

Options tab

The « **Options** » tab of the program ribbon contains various commands defining default parameters useful for creating the custom ribbon.

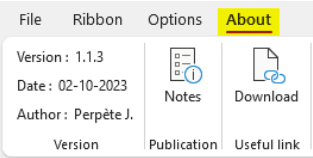


Functions of the different commands

Command	Description
	<p>Selects the language to use for the custom ribbon creation program from a list.</p> <p>The languages available are French and English.</p> <p>The selected language will be displayed on the order.</p> <p>To be completely effective, the choice of program language must correspond to the display language of Office.</p> 
	<p>Sets the default value that indicates whether to hide all built-in Access ribbon tabs and show only the custom ribbon when it is created.</p> <p>This default value corresponds to the « startFromScratch » attribute of the « Ribbon » control in the custom ribbon.</p>

About tab

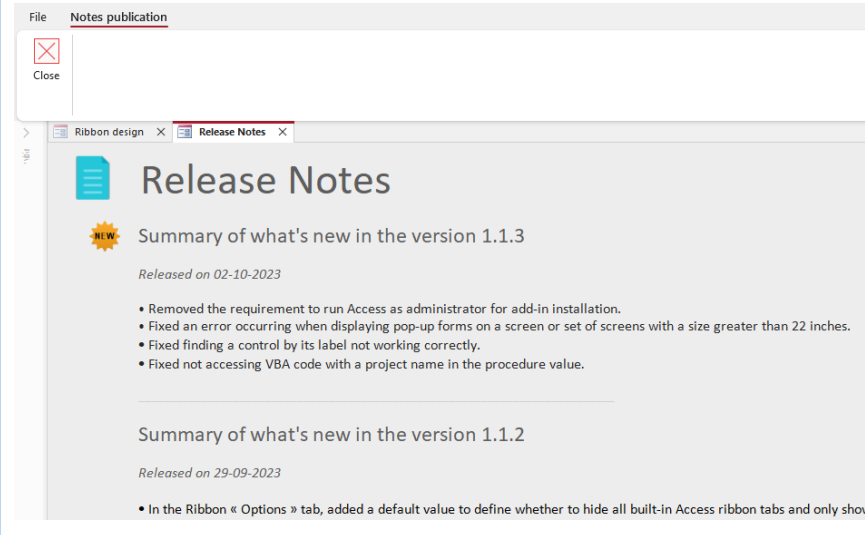
The « **About** » tab of the program ribbon contains various commands giving information about the program creating the custom ribbon.



Functions of the different commands

Command	Description
<div><div>Version : 1.1.3</div><div>Date : 02-10-2023</div><div>Author : Perpète J.</div><div>Version</div></div>	Displays information corresponding to the program version.

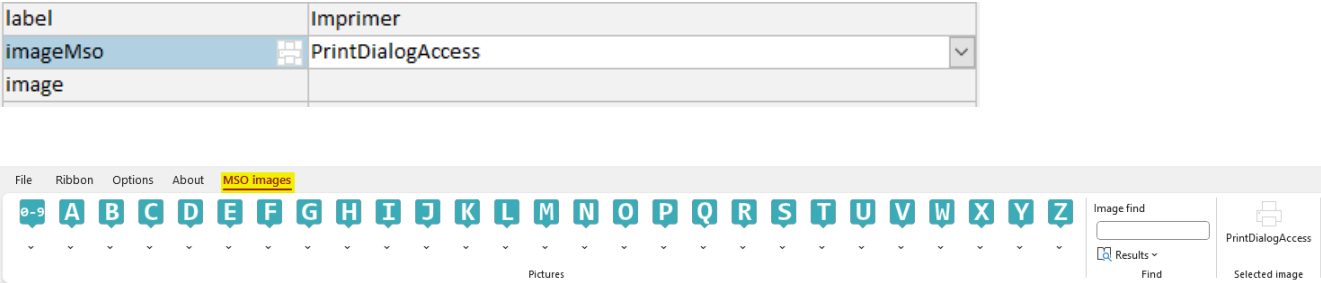
Command	Description
<div><div><div><div><div></div><div></div><div></div><div></div></div><div>Notes</div></div></div><div>Publication</div></div>	Opens a window that displays all release notes for program versions.




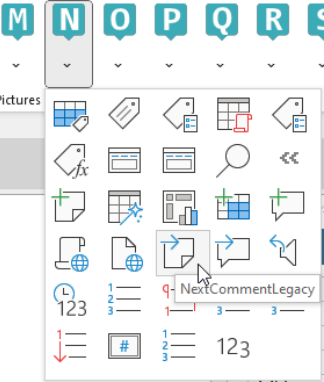
Command	Description
<div><div><div><div><div></div><div></div><div></div><div></div></div><div>Download</div></div></div><div>Useful link</div></div>	Displays the program download web page.


MSO Images Contextual Tab

This tab appears when the « **imageMso** » attribute is active in the attributes display window.
It contains different commands useful for choosing an MSO image.



Functions of the different commands

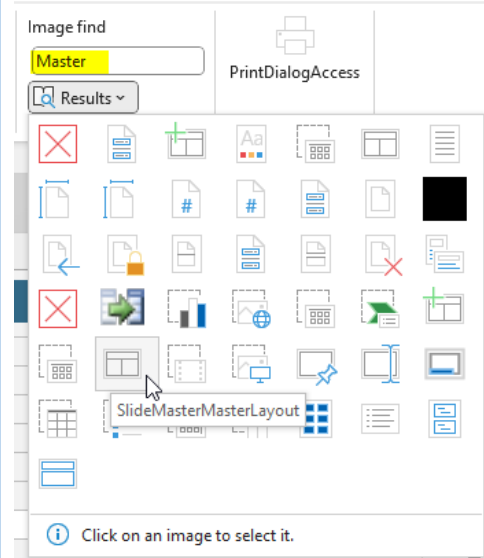
Command	Description
	Selects an MSO image from a list. MSO images are grouped into lists based on the first character of their name. MSO images are those used in the Word, Excel and Access programs in the Office 2019 version.
	


Command	Description
<div><div>Image find</div><div><input type="text"/></div><div><div> Results ▾</div><div>Find</div></div></div>	Searches for MSO images based on text and displays the search result in a list of choices.

The choice of a search criterion is made by entering a text followed by validation using the « Return » key in the « **Image find** » text box.

The searched text can be at any position in the MSO image name.

The search result is displayed in the « **Result** » list of choices.

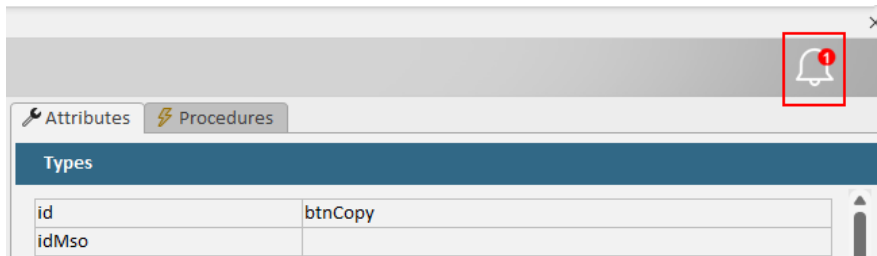


Command	Description
<div><div></div><div>PrintDialogAccess</div><div>Selected image</div></div>	Displays the selected image.

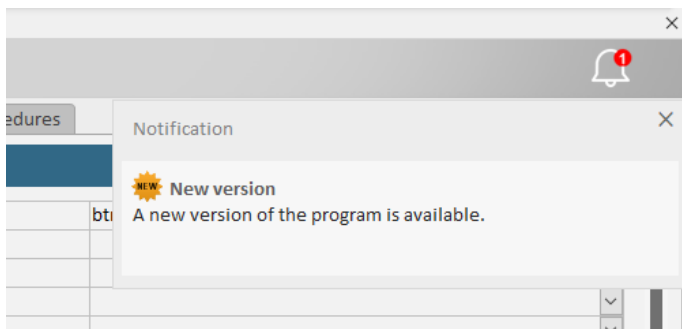
Tracking program versions

The program searches the websites where it has been deposited for the latest version available.

If a new version is available, an indication appears at the top right of the main form.



Clicking with the left mouse button on this indication displays a notification window.



When you first open a version of the program, a window displays information about the version used.

