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Test a macro by using Single Step mode

Access for Office 365, Access 2019, Access 2016, Access 2013, Access 2010,

By single stepping through a macro, you can observe the flow of the macro and the results of each action, and isolate any action that causes an error or produces unwanted results.

1. Right-click the macro in the Navigation Pane, and then click **Design View**.
2. On the **Design** tab, in the **Tools** group, click **Single Step**.
3. Click **Run**. If the macro is a new or edited macro, you will be prompted to save the macro before you can run it.

The **Macro Single Step** dialog box appears. This dialog box displays information about the macro and the macro action, as well as the error number. A zero in the **Error Number** box means no error has occurred.

Was this information helpful?

Yes

No



Macro Single Step

Macro Name:

Condition:

Action Name:

Arguments:

Error Number:

Step **Stop All Macros** **Continue**

4. Do one of the following:

- To carry out the action shown in the **Macro Single Step** dialog box, click **Step**.
- To stop the macro and close the dialog box, click **Stop All Macros**.
- To turn off single stepping and run the remainder of the macro, click **Continue**.

Remarks

- To begin single stepping while a macro is running, press CTRL+BREAK.
- To begin single stepping at a specific point in your macro, you can add the [SingleStep macro action](#) to your macro at the point where you want single stepping to begin. Use the following procedure to add the **SingleStep** macro action to your macro:
 - a. In the **Action Catalog** on the right side of the macro design window, search for **SingleStep**. If the **Action Catalog** is not displayed then turn it on from the **Design** tab, in the **Show/Hide** group, click **Action Catalog**.

Was this information helpful?

Yes

No



- b. Drag the **SingleStep** macro action from the **Action Catalog** onto the design window and drop the action above or below where you want the single stepping to begin. This action has no action arguments.
- c. Save the macro by clicking **Save** on the Quick Access Toolbar.

Assuming that single stepping is turned off when you click **Run**, execution will proceed normally up to the point where you inserted the **SingleStep** macro action, and then the macro will begin single stepping. You can add multiple **SingleStep** actions to a macro. Clicking **Continue** in the **Macro Single Step** dialog box will switch single stepping off until the next **SingleStep** action is encountered.

If single stepping is on when the macro ends, it will remain on. If you run another macro, Access will display the **Macro Single Step** dialog box again. To turn off single stepping, click **Continue** in the **Macro Single Step** dialog box or, on the **Design** tab, in the **Tools** group, click **Single Step** so that it is not highlighted.



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Yes

No



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Test a macro by using Single Step mode - Access

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Was this information helpful?

YesNo

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