

Access: Left Function

In Access, the **Left** function extracts a substring from a string, starting from the left-most character.

The syntax for the **Left** function is:

Left (text, number_of_characters)

Text is the string that you wish to extract from.

Number_of_characters indicates the number of characters that you wish to extract starting from the left-most character.

Note:

If *number_of_characters* exceeds the number of characters in *text*, the **Left** function will return *text*.

For example:

Left ("Tech on the Net", 4) would return "Tech"

Left ("Alphabet Soup", 5) would return "Alpha"

Left ("Alphabet", 20) would return "Alphabet"

VBA Code

The **Left** function can be used in VBA code. For example:

```
Dim LResult As String
```

```
LResult = Left ("Alphabet",3)
```

The variable LResult would now contain the value of "Alp".

SQL/Queries

You can also use the **Left** function in a query.

Query6 : Select Query

Categories

- *
- CategoryID**
- CategoryName
- Description
- Picture

Field:	Expr1: Left([CategoryName],10)		
Table:			
Sort:			
Show:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Criteria:			
or:			