

Microsoft Access Practice Exam 1

Instructions to download and setup the file needed to perform this practice exam.

Go to the Practice Exam Files Download web page:

<http://www2.ccsu.edu/~cscc/acc101/acc101.html>

on the CSCE 101 Lab Website to follow the instructions to obtain the practice exam files.

Open the file PracticeAccess1.

1. Create a Table:

A. Create a table called Employees having the following structure:

Field Name	Data Type
Social Security Number	Short Text
Last Name	Short Text
First Name	Short Text
Date Hired	Date/Time
Salary	Currency

Set the field Social Security Number as the primary key.

Create the social security number input mask for the Social Security Number field.

Set the Required field property of the fields Social Security Number, Last Name and First Name to Yes.

Set the Field Size field property of the field Social Security Number to 11.

Set the Field Size field property of the field Last Name to 50.

Set the Field Size field property of the field First Name to 50.

B. Enter the following data for the Employees table:

Social Security Number	Last Name	First Name	Date Hired	Salary
080-001-0000	"Your Last Name"	"Your First Name"	1/01/2000	\$50,000
111-11-1111	Miller	Lee	6/23/1982	\$65,000
222-22-2222	Green	Jessica	5/12/1984	\$68,500
333-33-3333	Patterson	Tom	1/01/1985	\$38,000

2. Create a Form:

Use the Form Wizard and choose the Products table to create a form having the following requirements:

- Select the ProductID, ProductName and UnitPrice fields.
- Choose the Columns layout.
- Type Product List as the form's title.

Microsoft Access Questions And Answers

Dormouse Quillsby



Microsoft Access Questions And Answers:

The Programmer's Guide to Microsoft Access Terry Sanchez-Clark,ITCOOKBOOK (www.itcookbook.com),2007-03

This resource is organized around rapid application development techniques report generation and integration with Windows and other applications Key topics include querying with and without SQL review of Visual Basic for applications Access in conjunction with other database applications database monitoring and database security Computer Books Database Management

Microsoft Access Answers Mary Campbell,1994-01-01 This book provides the information users need to solve Microsoft Access problems Readers will find to the point answers and solutions to the most frequently asked questions from Access users With this answer book readers will save countless hours of frustration and time trying to get through to a tech support person

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Marie Herring,2014-02 Microsoft Access as well familiar like Microsoft Office Access is a database administration

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Microsoft Access 2002 Gary B. Shelly,Thomas J. Cashman,Phillip J. Pratt,2002 Part of the highly successful Shelly Cashman Series Microsoft Access 2002 Introductory Concepts and Techniques provides step by step instructions accompanied by full color screen shots helping students learn basic skills quickly and easily

Microsoft Access Version 2002 Step by Step ,2003 *Microsoft Access 97 Introductory Concepts and Techniques* Gary B. Shelly,Thomas J. Cashman,Phillip J. Pratt,1997-04 *Microsoft Access 2000* Gary B.

Shelly, Thomas J. Cashman, Philip J. Pratt, 2000 Part of the Shelly Cashman series this comprehensive text offers a step by step screen by screen approach that goes beyond the basics to teach students introductory and advanced topics of Microsoft Access 2000 Coverage of such Microsoft Access 2000 topics as maintaining and querying a database to creating custom toolbars menus writing visual basic code and more This text includes nine complete projects that cover beginning and advanced Microsoft Access 2000 skills *Microsoft Access 2000*, 2000 This INSTRUCTOR GUIDE is a key part of the Microsoft STEP BY STEP COURSEWARE series which provides everything you need to get Microsoft software training classes up and running quickly with the most effective learning content available **Access 2003 For Dummies** John Kaufeld, 2011-02-25 When you hear the word database do your eyes glaze over Does the mention of fields and tables make your blood pressure skyrocket Does the idea of entering and using hyperlinks make you hyperventilate Whether you're running a business or a household whether you need to be able to quickly access customer information your recipe for chicken cacciatore or the Little League team's records Access 2003 holds the key This friendly guide unlocks the secrets of using Access 2003 to store manage organize reorganize and use data It gives you The basics of the whole database concept Suggestions for solving problems with Access What you need to know to design build use and change Access tables Info on the ten most common types of fields The scoop on using queries to unearth the answers hiding somewhere in your data Guidelines for using the Access report system to make short work of long previously time consuming reports In the relaxed comfortable For Dummies style this book has easy to follow step by step instructions and lots of screen shots If you want to create and manage a database for a huge auction house this guide will get you going going gone If you want to create a database for your music collection it gives you the score then shows you how to use formatting and add graphics to jazz it up You'll get the low down on extracting all kinds of information from databases and putting that information to practical use You'll discover how to Use Label Wizard to create mailing labels file labels shipping labels or name tags Use Chart Wizard to create line charts bar cone and column charts pie and donut charts area charts and XY and bubble charts Use Auto Reports to create columnar or tabular reports and then fine tune them Export reports to Microsoft Word and Excel Get your data Web ready and put it on the Internet in either static or dynamic form Build forms with Form Wizard And speaking of high tech fun Access 2003 For Dummies even tells you how to install and use speech recognition software with Access 2003 So if the idea of working with databases has you talking to yourself this is just the book you need **Problem-Solving Cases in Microsoft Access and Excel** Joseph A. Brady, Ellen F. Monk, 2007-06 Apply Excel and Access effectively and efficiently to solve real world business problems in this fifth edition of Problem Solving Cases in Microsoft Access and Excel With six individual tutorials that build a practical knowledge of Microsoft Office 2007 Excel and Access capabilities this book sets the groundwork for applying these spreadsheet and database skills to actual scenarios These scenarios take the form of eleven all new case studies which introduce problems that are likely to face today's business professionals and allow readers to

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Microsoft Access 2 Bible Cary N. Prague, Michael R. Irwin, 1994

Access 2010 All-in-One For Dummies Alison Barrows, Margaret Levine Young, Joseph C. Stockman, 2010-04-09 The all in one reference to all aspects of Microsoft Access 2010 If you want to learn Microsoft Access inside and out the nine minibooks in this easy access reference are exactly what you need Read the book cover to cover or jump into any of the minibooks for the instruction and topics you need most Learn how to connect Access to SQL Server manipulate your data locally use nifty new features from Office 2010 such as the enhanced Ribbon create queries and macros like a champ and much more From the basics to advanced functions it s what you need to make Access more accessible Shows you how to store organize view analyze and share data using Microsoft Access 2010 the database application included with Microsoft Office 2010 Includes nine minibooks that cover such topics as database design tables queries forms reports macros database administration securing data programming with Visual Basic for Applications VBA and using Access with the Web Helps you build database solutions that integrate with the Web and other enterprise data sources Offers plenty of techniques tips and tricks to help you get the most out of Access This all in one guide contains everything you need to start power using Access 2010

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West's Intermediate Microsoft Access Bruce J. McLaren, 1994

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Microsoft Access 97 Elizabeth Eisner Reding, Lisa Friedrichsen, 1997-08 Through instructor led or self paced step by step instruction individuals learn how to design create and edit databases forms and reports using highly visual step by step introduction to Access 97

Microsoft Access for Windows 95 Step by Step Catapult, Inc, 1995 Microsoft Access is currently the technical leader and ease of use innovator in the desktop database team and it is getting stronger with this new version This training guide is the most efficient and effective way for new users or users of previous versions to get up to speed on and using Microsoft Access

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