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Learning Style: On Demand

Technology: Microsoft

Difficulty: Beginner

Course Duration: 2 Hours

Microsoft Access: Creating a Database



About this course:

What's MS Access? MS Access is an MS DBMS, which incorporates Microsoft's relational Jet DB Engine with a software development tools and visual user interface. With this starter course, participants will explore how to build and develop databases. Study the fundamentals of queries, formatting, formulas, functions, and data analysis inside Microsoft's DB system.

Course Objective:

· Understanding of how to create a Relational DB

· Learn how to create tables

· How to test your DB

· Create and modify simple query’s

· How to create forms

· Modify and set up tables

Audience:

This online training is designed for:

· This program is intended for basic students of MS Access

Prerequisites:

· This online training course does not have prerequisites.

Suggested prerequisites courses:

· Access-2013: Beginner

Course Outline:

Lesson 1: Before Creating a Database

Lesson 2: Creating a Relational Database

Lesson 3: Table Creation

Lesson 4: Relationships

Lesson 5: Testing Your Database

Lesson 6: Setting Up and Modifying Tables

Lesson 7: Creating Forms

Lesson 8: Creating Simple Query’s

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