

Name:

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Class: Section:

Date:

WORKSHEET

1

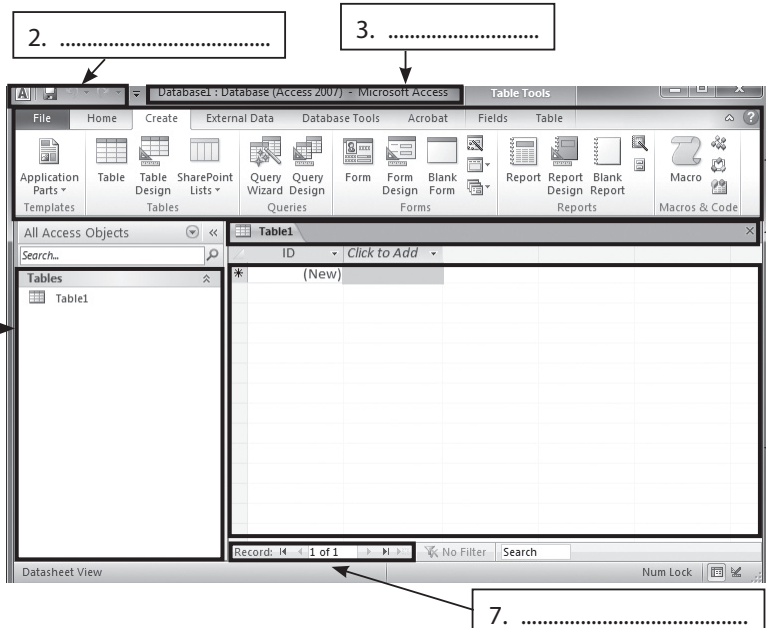
INTRODUCTION TO MS ACCESS 2010

Chapter-2

A. Read the clues and answers the following.

1. It is a type of database that contains records having small number of fields without any structured relationship between them.
2. It is a type of database that stores data in several tables and links those tables together to get a common piece of information.
3. He gave a set of thirteen rules (Codd's rules) to define a Relational Database Management System.
4. It is a group of related data organised in columns and rows in a database.
.....
5. It is a unique field by which the records are uniquely identified in a table.
.....

B. Label the following:



The screenshot shows the Microsoft Access 2010 interface. The following labels point to specific components:

- 1. Points to the **Navigation Pane** on the left side of the window.
- 2. Points to the **File** tab in the ribbon.
- 3. Points to the **Table Tools** ribbon.
- 4. Points to the **Table** group in the ribbon.
- 5. Points to the **Table1** table in the **Tables** list in the Navigation Pane.
- 6. Points to the **Datasheet View** of the table.
- 7. Points to the **Record** bar at the bottom of the Datasheet View.

WORKSHEET