

# **WORKSHEET 1**



Name:	Roll No:
Class: Section:	Date:

## **MORE ON MS ACCESS 2010**

**Chapter-3** 

#### A. Circle the correct option.

- 1. (Form / Design) View is used to enter, edit and view data.
- 2. (Relationship / Select) Query retrieves data from one or more tables.
- 3. (Oracle / SQL) is a computer language for relational database and data manipulation which is used to insert, update and modify data.
- 4. (Criteria / Sort) displays the condition on the basis of which the records will be filtered and displayed in the query output.

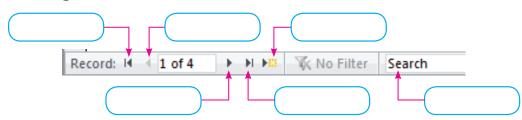
### B. Read the clues and answer the following:

- 1. It is used to set multiple conditions in a query.
- 2. It displays the name of the existing tables in the relationship window.
- 3. It is the first row of the design grid that displays the selected field names from the table.

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- 4. It is a column in one table that must match the Primary Key of another table.
- 5. It is a query that uses a row headings and column headings so that you can see your data in terms of two categories at once.

#### C. Label the Navigation bar.



Grade:  $\checkmark$   $\checkmark$   $\checkmark$   $\checkmark$   $\checkmark$ 

Teacher's Signature: