

Name: .....

Roll No: .....

Class: ..... Section: .....

Date: .....

## MORE ON MS ACCESS 2010

### Chapter-3

#### A. Write the steps to create a report in MS Access.

Step 1 .....

Step 2 .....

#### B. Tick (✓) the correct option.

- Which of the following features of MS Access allows us to retrieve data from a table?  
a. Primary Key      b. Select Query      c. Foreign Key      d. None of these
- The Logo and Title commands present under the Header/Footer group in the ..... tab.  
a. Design      b. Format      c. Both a and b      d. None of these
- Which of the following statements is incorrect about a query?  
a. We can save the query in the database.  
b. A query gives you information that you might not be able to find by looking at the table directly.  
c. We can provide multiple criteria in a query.  
d. We cannot run a query multiple times.

#### C. Define the following:

1. Structured Query Language - .....

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2. Parameter Query - .....

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