Worksheet

Name: ....

Roll No: .... Class: .... Section: ....

Date: ....

INTRODUCTION TO LIBREOFFICE BASE

Chapter-2

Class -8

A. Circle the correct option.

1. A (query/report) helps you to retrieve information from a table based on some criteria or condition.

2. Title Bar is the topmost bar of the Base window that displays the name of the (currently/previously) opened database.

3. (Date/Time) is used to store the information like date of birth, date of joining, etc.

4. If more than one fields are combined to form a primary key, then it is called a (foreign key/composite key).

5. (Report/Table) is a group of related data organised in columns and rows in a database.

B. Define the following.

1. Object list - ....

   ....

2. RDBMS - ....

   ....

C. Write the steps to delete a record.

Step 1 ....

Step 2 ....

Step 3 ....

D. Write the shortcut key to.

1. Open an existing database - ....

2. Save the changes in the database - ....

Grade: ⭐ ⭐ ⭐ ⭐ ⭐

Teacher's Signature: ....