Worksheet

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.

1.   Which of these allows to retrieve data that we want from a table?

a.   Primary key ☐   b.   Select query ☐

c.   Delete query ☐   d.   Update query ☐

2.   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 ☐

3.   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 - ....

   ....

2.   Parameter Query - ....

   ....

Class -8

Grade: ⭐ ⭐ ⭐ ⭐ ⭐

Teacher's Signature: ....