

Worksheet

2

Name:

Roll No: Class: Section:

Date:

WORKING WITH ACCESS 2016

Chapter-3

A. Define the following:

1. Database -
2. Report -
3. Query-

B. Tick (✓) the correct option.

1. Which of the following is not an Access object?

a. Query	<input type="checkbox"/>	b. Report	<input type="checkbox"/>
c. Form	<input type="checkbox"/>	d. Database	<input type="checkbox"/>
2. button helps in navigating through the records.

a. Navigation	<input type="checkbox"/>	b. Control	<input type="checkbox"/>
c. Object	<input type="checkbox"/>	d. Database	<input type="checkbox"/>
3. Which of the following data types is used to store the links to web pages, websites, files, etc.?

a. Number	<input type="checkbox"/>	b. Memo	<input type="checkbox"/>
c. Object	<input type="checkbox"/>	d. Hyperlink	<input type="checkbox"/>
4. Which of the following ways is used to create a table in Access 2016?

a. Design View	<input type="checkbox"/>	b. Datasheet View	<input type="checkbox"/>
c. Templates	<input type="checkbox"/>	d. All of these	<input type="checkbox"/>