Worksheet

2

DATABASE AND DBMS—AN INTRODUCTION

Chapter-7

A. Define the following:

1. Access ....
....

2. Work Area ....
....

3. Templates ....
....

B. Tick (✓) the correct option.

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

    a. Query ☐   b. Report ☐

    c. Form ☐   d. Database ☐

2. Which of the following is the correct way to start Access?

    a. Start → All Programs → Office 2016 → Access 2016 ☐

    b. Start → All Programs → Access 2016 → Office 2016 ☐

    c. Start → All Programs → Office 2016 → Access 2016 ☐

    d. None of these ☐

3. Which button helps in navigating through the records?

    a. Navigation ☐   b. Control ☐

    c. Object ☐   d. Database ☐

4. Which of the following ways is used to create a table in Access?

    a. Design View ☐   b. Datasheet View ☐

    c. Templates ☐   d. All of these ☐

Class -7

Grade: ★ ★ ★ ★ ★

Teacher's Signature: ....