

Microsoft Access Practical exercise

EXERCISE ONE.

1. Create a Table:

- A. Create a table called **Publisher** having the following structure:

Field Name	Data Type
PubID	Short Text
PubName	Short Text
URL	Hyperlink

Set the field **PubID** as the primary key.

Set the Field Size field property of the field **PubID** to 5.

Set the Field Size field property of the field **PubName** to 50.

Set the caption property of the **PubID** field to **Publisher ID**.

Set the caption property of the **PubName** field to **Publisher's Name**.

- B. Enter the following data for the **Publisher** table:

PubID	PubName	URL
MH	McGraw-Hill	http://www.mhhe.com
PH	Prentice Hall	http://www.prehall.com
WJ	Wiley	http://www.wiley.com
EL	Elsevier	http://www.elsevierdirect.com
AW	Addison Wesley	http://www.aw.com
MP	MIT Press	http://mitpress.mit.edu
CL	Cengage Learning	http://cengage.com

2. Relationships

- A. Create a relationship between the **AuthorID** field in the **Author** table and the **AuthorCode** field in the **Book** table. Put a checkmark in the box labeled **Enforce Referential Integrity**.
- B. Create a relationship between the **PubID** field in the **Publisher** table and the **PubID** field in the **Book** table. Put a checkmark in the box labeled **Enforce Referential Integrity**.

3. Create a Report:

Use the Report Wizard to create a report having the following requirements:

- Select the **LastName** field from the **Author** table.
- Select the **Title** and **Price** fields from the **Book** table.
- Select the **PubName** field from the **Publisher** table.
- View the data by **Publisher**.

Microsoft Access 2013 Practical Exercises

SJ Ball



Microsoft Access 2013 Practical Exercises:

The book delves into Microsoft Access 2013 Practical Exercises. Microsoft Access 2013 Practical Exercises is a crucial topic that must be grasped by everyone, from students and scholars to the general public. This book will furnish comprehensive and in-depth insights into Microsoft Access 2013 Practical Exercises, encompassing both the fundamentals and more intricate discussions.

1. The book is structured into several chapters, namely:
 - Chapter 1: Introduction to Microsoft Access 2013 Practical Exercises
 - Chapter 2: Essential Elements of Microsoft Access 2013 Practical Exercises
 - Chapter 3: Microsoft Access 2013 Practical Exercises in Everyday Life
 - Chapter 4: Microsoft Access 2013 Practical Exercises in Specific Contexts
 - Chapter 5: Conclusion
 2. In chapter 1, the author will provide an overview of Microsoft Access 2013 Practical Exercises. This chapter will explore what Microsoft Access 2013 Practical Exercises is, why Microsoft Access 2013 Practical Exercises is vital, and how to effectively learn about Microsoft Access 2013 Practical Exercises.
 3. In chapter 2, the author will delve into the foundational concepts of Microsoft Access 2013 Practical Exercises. The second chapter will elucidate the essential principles that need to be understood to grasp Microsoft Access 2013 Practical Exercises in its entirety.
 4. In chapter 3, the author will examine the practical applications of Microsoft Access 2013 Practical Exercises in daily life. This chapter will showcase real-world examples of how Microsoft Access 2013 Practical Exercises can be effectively utilized in everyday scenarios.
 5. In chapter 4, the author will scrutinize the relevance of Microsoft Access 2013 Practical Exercises in specific contexts. This chapter will explore how Microsoft Access 2013 Practical Exercises is applied in specialized fields, such as education, business, and technology.
 6. In chapter 5, the author will draw a conclusion about Microsoft Access 2013 Practical Exercises. The final chapter will summarize the key points that have been discussed throughout the book.
- The book is crafted in an easy-to-understand language and is complemented by engaging illustrations. This book is highly recommended for anyone seeking to gain a comprehensive understanding of Microsoft Access 2013 Practical Exercises.

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