

**Context Tabs**

**Ribbon**

**Open Objects**

**Active window**

**Navigation Pane**

**Task Pane**

**Status Bar**

The image shows the Microsoft Access interface in Design View. The top ribbon is 'Form Design Tools' with tabs 'Design', 'Arrange', and 'Format'. The 'Format' tab is active. The left 'Navigation Pane' shows a list of objects: Tables, Queries, Forms (including 'Assignments/Tests Form'), and Reports. The 'Assignments/Tests Form' is selected and highlighted in orange. The main workspace shows the 'Assignments and Tests : Entry Form' with fields like 'Date Assigned', 'Date Due', 'Max Score', 'Details', 'Grading Period', and 'Table Scores'. A yellow box highlights the 'Details' field. The right 'Task Pane' shows the 'Property Sheet' for the selected 'Text Box' control, with tabs for 'Format', 'Data', 'Event', and 'Other'. The 'Format' tab is active, showing properties like Name, Control Source, Format, Decimal Places, Visible, Text Format, Tab Stop, Tab Order, View Code, and Convert Form's Master to Visual Basic. The status bar at the bottom shows 'Design View' and 'Name Lock'.

Format	Data	Event	Other	All
Name	Details			
Control Source	Details			
Format				
Decimal Places	Auto			
Visible	Yes			
Text Format	Plain Text			
Tab Stop				
Tab Order				
View Code				
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# Microsoft Access 2007 User Guide

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## **Microsoft Access 2007 User Guide:**

Office and SharePoint 2007 User's Guide Michael Antonovich, 2008-07-06 Web sites Collaboration Document management Paperless offices We want it all in business today but how do you achieve all of these goals More importantly if you work for one of the millions of small to medium sized businesses how do you find the time and build the expertise necessary to reach these goals Even the most powerful tool will not allow you to succeed unless you can get the majority of your staff to use it efficiently and effectively You need a guide that demonstrates a platform small to medium sized businesses can use to reach these goals Office and SharePoint 2007 User's Guide Integrating SharePoint with Excel Outlook Access and Word demystifies the path every Microsoft Office user can follow to benefit from the synergism of tools they are already familiar with Together with SharePoint 2007 users can achieve goals like web sites with a consistent single view improved collaboration within their organization better document management and maybe even get one step closer to the paperless office we've been promised for years This book has topics for Office users of all skill levels from those just starting to use Office tools to the experienced power user It examines each major Office tool and shows how it contributes to the support and use of SharePoint in today's increasingly electronic based office environment Microsoft Access 2007 Data Analysis Michael Alexander, 2012-06-26 Chart a course for more effective data analysis with Access 2007 With this resource you'll learn how Access 2007 offers powerful functionality that may be better suited to your data analysis needs Learn to analyze large amounts of data in meaningful ways quickly and easily slice it into various views automate redundant analysis and save time all using Access If you know a bit about table structures and formulas as well as data analysis start thinking outside the chart **Microsoft Office Access 2007 Inside Out** Jeff Conrad, John L. Viescas, 2007-04-11 You're beyond the basics so dive right in and really put your database skills to work This supremely organized reference is packed with hundreds of timesaving solutions troubleshooting tips and workarounds It's all muscle and no fluff Discover how the experts tackle Access 2007 and challenge yourself to new levels of mastery Create tables that support your database design strategy Import and link to data from spreadsheets text files databases and other ODBC data sources Build simple to complex queries to manipulate data Learn advanced techniques for building and customizing user interface forms Design attractive reports to calculate and analyze large sets of data Automate your application with Microsoft Visual Basic R for Applications Customize the Office Fluent Ribbon Explore using XML and Windows R SharePoint R Services to create Web based applications CD includes Fully searchable eBook plus bonus chapters Sample database applications including query form and report examples Articles from the experts designing databases understanding SQL exporting data and more Links to demos blogs and user communities References for finding Access 2003 commands in Access 2007 Windows Vista R Product Guide eReference and other eBooks For customers who purchase an ebook version of this title instructions for downloading the CD files can be found in the ebook Office and SharePoint 2010 User's Guide Michael Antonovich, 2010-08-06 Web sites

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*Microsoft Access 2010 In Depth* Roger Jennings, 2010-12-28 Access 2010 In Depth is the beyond the basics beneath the surface guide for everyone who wants to streamline their work with Access 2010 and get more done in less time Legendary Access expert Roger Jennings provides

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