

Access 2000 - 2003 Level 2 – Advanced Database Design

2-day course

Course Code: D1N2en

Who should attend?

This course is intended for participants who are familiar with Access 2000 - 2003.

Prerequisites

Access 2000 - 2003 Level 1 (Database Design)

Course Objectives

Upon completion of the course, participants will be able to accomplish the following:

- Overview of the databases that will be used during the course
 - Enhance tables by creating lookups
 - Create various types of advanced queries
 - Create advanced forms by adding controls, subforms, calculations, and graphic images
 - Create relationships between tables to ensure data accuracy and to deploy referential integrity
 - Work with and create web-based objects
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Course Content

Database Overview
Database Overview;

Enhancing Tables
Copying a Database Object; Lookup Fields; Creating a Lookup;

Advanced Queries
Query Overview; The Query Wizard; Nested Queries; Query Joins; Make Table Queries; Append Queries; Summary Queries; Crosstab Queries;

Advanced Forms
Form Design; Controls; Form Properties; Subforms; Advanced Calculations; Customizing Forms;

Advanced Reports
Designing Reports; Sorting and Grouping; Layout Properties; Calculations; Subreports; Graphic Reports; Chart Wizard;

Supplemental Topics: Working with Web Tools
Working with Web Pages; Data Access Pages; Hyperlinks
