

Worksheet No: 2

Subject : Computer

Chapter-2: Queries, Forms, and Reports in A9ccess

Class:VIII

A. Answer in one word.

1. It is a Relational Database Management System.

2. It refers to links that are used to associate a field in one table with the exact same field in another table.

3. This row lets you set a condition on the basis of which the data of the table will be filtered in the Query Result.

4. This database object is used to display or get an output of the data in a desired format for printing.

5. This database object is used to retrieve data or information from the data table(s) based on certain conditions specified by the user(s).

B. List the different types of queries that Microsoft Access provides.

C. Define the following terms.

1. Primary key

2. Foreign key

D. Write 'T' for True and 'F' for False.

1. Query Wizard is a type of query that Microsoft Access provides.

2. MySQL is an example of a relational database.

3. Query Design is one of the methods to create a query in MS access.

E. Tick (✓) the correct answers.

1. Which of the following tabs contains the Relationships button?
 - a. Fields
 - b. Table
 - c. Database

2. Tools Which of the following tabs contains Form button?
 - a. Home
 - b. Create
 - c. Fields

3. Access saves each query as a separate table called
 - a. Query Table.
 - b. Query Wizard.
 - c. Query Design.

4. Which of the following options lets you have more control over the query?
 - a. Query Design
 - b. Query Wizard
 - c. Both a. and b.