

Access: Intermediate

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More on queries including:	Expressions in reports including:
Testing for Empty Field Values Creating and using calculated Fields Parameter Queries Make-Table, delete, append and update queries Multiple-table queries	Creating calculated fields Combining Text Values Calculating Totals More on report formatting Working with sub-reports
Customizing Forms/Screens including:	More on tables including:
Types of forms available Creating a form via different methods Customizing a form Positioning fields on a form Creating calculated fields Adding combo boxes, check boxes, action buttons Creating a form from more than one table Creating a form for user input	Analysing table relationships Creating and deleting relationships Establishing referential integrity Data validation Importing and Exporting data Compact and repair the database