### **Latest Version: 6**

### Question: 1

Which two of these statements about referential integrity are true?

A. If a record in a parent table has a related child record referential integrity prevents you from deleting the parent record

B. In Access, referential integrity is enforced by typing in a rule.

C. You can set rules about referential integrity in a one table database.

D. Referential integrity ensures that records in linked tables are automatically updated when changes are

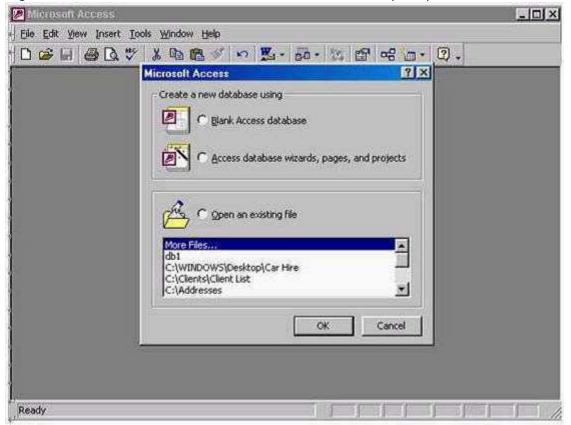
made.

E. A child record cannot be entered unless it has a parent in the database if referential integrity is used

#### Answer: A, E

#### **Question: 2**

Log on to the database named Car Hire with the username icoffey and password ken\*72



A. Select open an existing file -> select c:\windows\desktop\car hire -> ok -> type icoffey in the name box ->ken\*72 in the password

box

#### Answer: A

### **Question: 3**

Create a new blank database.

the second se					
III Ci	istomers : Tal	ble			
(	Customer ID	<b>Company Name</b>	Billing Address	Contact First Name	Co-
	1	Brinks China	7 Earl St	Joan	Su
0	2	Babel	10a North Wall	Thomas	Rei
13	3	Amber Lighting	Gray Park	Joe	Kei
-	4	Crinleys	28 Thomas St	Kumar	Gu
	5	Trident Pillows	Knowles Alley	Larry	Hin
	6	Sayalot	Chatam St	Omar	Sal
	7	SlumberWell	Meeting Sqr	Pierre	Vin
	8	Oyster Pond	47 Oriel Road	Anna Maria	Sin
	9	Giant Arm	31 White's Strand	Francesca	Ch:
	10	Harry Sumara	31 Smiths Terrace	Lisa	Wa
	11	Rest A While	Cookes Corner	James	Ry:
	12	Storeys Best	8b Sheffield Way	Joseph	Stc
	13	The Vineyard	11 The Retail Centre	John	Си
11	14	Petunia Florists	14 Blackthorn Park	Petunia	Cla.

A. Click on the new tool from the database toolbar -> select database -> ok

Answer: A

### **Question: 4**

Use Microsoft Access Help to find information about decimal numbers.

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		ally all a set of the set of the	
	B General Studer	nt Data : Form	
		• 1 • • • 1 • • • 2 • • • 1 • • • 3 • • • 1 •	******
	Form Header		
	Cetal		
	1 D Humber	D Number	
	- First Name	First Nate	
	Surname	Surrame	
	*		
	School	School	
	Form Footer	conference of the second s	
			*

A. Help -> Microsoft access help -> type decimal numbers -> search

Answer: A

# Question: 5

Hide the Formatting (Form/Report) toolbar.

III Table1 : Table	•		
Field Name	Data Type	Description	
St Company ID	AutoNumber		
Company Name PO Box	Text Text		
Postal Code	Text		
Code	Text		
Location	Text	in the second	
		×1	
	Field Prope	rties	
General Lookup		A field name can be up to 64 characters long, including spaces. Press F1 for help on field names.	

A. View -> toolbars -> select formatting (form/Report)

Answer: A

# Question: 6

Save the above table and give it the name Sals.

	Orders : Table			
	Field Name	Data Type	Description	
8	Company ID	AutoNumber	100 N	
122	PO Box	Text		
100	Postal Code	Text		
	Code	Text		
1	Quantity	Number		
1	Price	Ourrency		
		Field Prop	drucs	
	General   Lookup		A field name can be up to 64 characters long, including spaces. Press F1 for help on field names.	

A. Click on the save tool from the table design toolbar -> type Sales -> ok

Answer: A

# Question: 7

Enter the field name Contact Name into the empty row. When you have finished, move the insertion point to the Data Type column.

E	• 🖬 🖨 🗟 💖 👌	6 B B / n 6	2131 岁酒 7 4		<b>.</b> 2.
	Surname	Name	Parking	Pension Sche	
-	Lamont     *	Ted			
1					

A. Type Contact Name -> press Tab from the keyboard

Answer: A

### Question: 8

Change the entry in the Surname field of this record to Dawson. Move to the next field in this record when you have finished.

			land the second s	a second and a second second		
1		Customers : Ta	ble			
1		Customer ID	<b>Company Name</b>	Billing Address	Contact First Name	Coi
-[		1	Brinks China	7 Earl St	Joan	Sur
1	)	2	Babel	10a North Wall	Thomas	Reii
I		3	Amber Lighting	Gray Park	Joe	Keil
1		4	Crinleys	28 Thomas St	Kumar	Gut
1		5	Trident Pillows	Knowles Alley	Larry	Hink
1		6	Sayalot	Chatam St	Omar	Sat
1		7	SlumberWell	Meeting Sqr	Pierre	Vini
1		8	Oyster Pond	47 Oriel Road	Anna Maria	Sim
I		9	Giant Arm	31 White's Strand	Francesca	Cha
I		10	Harry Sumara	31 Smiths Terrace	Lisa	Wa
1		11	Rest A While	Cookes Corner	James	Rya
1		12	Storeys Best	8b Sheffield Way	Joseph	Sto
l			The Vineyard	11 The Retail Centre	John	Cur
If			Petunia Florists	14 Blackthorn Park	Petunia	Clar
IJ	Re	cord: 14 4	2	of 590	3	>

A. Use the back space from the keyboard to delete Lamont -> type Dawson -> press Tab from the keyboard

Answer: A

# Question: 9

Navigate quickly to the last record in this table.

0	Customers : Ta	ble			101×1
	Customer ID	<b>Company Name</b>	Billing Address	Contact First Name	Coi -
	1	Brinks China	7 Earl St	Joan	Sur
	2	Babel	10a North Wall	Thomas	Reii
	3	Amber Lighting	Gray Park	Joe	Keil
	4	Crinleys	28 Thomas St	Kumar	Gut
	5	Trident Pillows	Knowles Alley	Larry	Hini
	6	Sayalot	Chatam St	Omar	Sat_
	7	SlumberWell	Meeting Sqr	Pierre	Vini
	8	Oyster Pond	47 Oriel Road	Anna Maria	Sim
	9	Giant Arm	31 White's Strand	Francesca	Cha
1	10	Harry Sumara	31 Smiths Terrace	Lisa	Wa
	11	Rest A While	Cookes Corner	James	Rys
	12	Storeys Best	8b Sheffield Way	Joseph	Sto
		The Vineyard	11 The Retail Centre	John	Cur
18		Petunia Florists	14 Blackthorn Park	Petunia	Clar
R	ecord: 14 4	2 3 31 34	of 590		

88	Customers : Tal	ble			
	Customer ID	<b>Company Name</b>	Billing Address	Contact First Name	Coi +
	1	Brinks China	7 Earl St	Joan	Sur
	2	Babel	10a North Wall	Thomas	Rei
	3	Amber Lighting	Gray Park	Joe	Keil
	4	Crinleys	28 Thomas St	Kumar	Gut
1	5	Trident Pillows	Knowles Alley	Larry	Hini
	6	Sayalot	Chatam St	Omar	Sal
	7	SlumberWell	Meeting Sqr	Pierre	Vini
1	8	Oyster Pond	47 Oriel Road	Anna Maria	Sim
		Giant Arm	31 White's Strand	Francesca	Cha
	10	Harry Sumara	31 Smiths Terrace	Lisa	Wa
	11	Rest A While	Cookes Corner	James	Rya
	12	Storeys Best	8b Sheffield Way	Joseph	Sto
	13	The Vineyard	11 The Retail Centre	John	Cur
	14	Petunia Florists	14 Blackthorn Park	Petunia	Clar +

Answer: Question: 10 Save and close this table.

Employee : Table		
Field Name	Data Type	Description
Employee ID	AutoNumber	A CONTRACTOR OF
First Name	Text	
Surname	Text	
Date of Birth	Date/Time	
	Field Prop	erties
ieneral Lookup		A field name can be up to 64 characters long, including spaces. Press F1 for help on field names.

A. Click on save tool from the table design toolbar -> close the table

Answer: A