

Microsoft Office Access Database Engine Tutorials

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for programmers who prefer content to frills this guide has succinct and straightforward information for putting access to its full individually tailored use

microsoft office access 2003 provides powerful new tools with which to manage data find and retrieve information faster than ever share information and integrate solutions with server side products access 2003 incorporates some of the latest technologies such as xml and microsoft sharepoint to extend data exchange over an intranet or the internet this book covers these changes as well as more subtle enhancements such as the addition of smart tags a new back up database and an error checking function to flag common mistakes all the most important tasks are covered and the visual format makes it easy for upgrading users to quickly get working with the latest version or for new users to start from the beginning and build their knowledge from the ground up other features include a troubleshooting guide to help solve common problems a project guide with a listing of real world projects by feature and a mos exam guide with a complete listing of mos objectives and page numbers to locate the objectives which gives this series a clear advantage over other visual titles

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author garry robinson approaches this book differently than other access books on the market he keeps the focus on issues that will help protect your database written from an experienced developers point of view he discusses protection and security task by task this book is even recommended among microsoft technet security topics threats and countermeasures youll learn to hide tables as system tables produce databases that are difficult to crack and back up databases you will learn how to keep staff from viewing salary tables prevent customers from peeking at your distributed software design and become a better judge of worthwhile security options versus time consuming choices

microsoft office access 2007 for those who would rather be shown how than told how see how to create databases more efficiently using a new results oriented interface use tools for building a database that makes information easier to find and use import data from other programs html xml files and other databases use forms filters queries and reports to capture and analyze data discover ways to prevent data corruption and unauthorized access share your data with others through interactive web pages put your newly acquired skills to work using the online workshops organize information and add impact with clip art smartart diagrams tables and charts use groove and sharepoint team services to collaborate and share documents and information prepare for the microsoft certified application specialist mcas exam on the this book uses real world examples to give you a context in which to use the task this book also includes workshops to help you put together individual tasks into projects the access example files that you need for project tasks are available at perspection.com author bio perspection has written and produced books on a variety of computer software including microsoft office 2003 and xp microsoft windows xp apple mac os x panther adobe photoshop cs2 macromedia flash 8 macromedia director mx and macromedia fireworks and publishing in 1991 after working for apple computer and microsoft steve johnson founded perspection inc perspection is committed to providing information and training to help people use software more effectively perspection has written more than 80 computer books and sold more includes mcas exam objectives this courseware meets the objectives for the microsoft certified application specialist mcas upon completion of this courseware you may be prepared to take the exam for mcas qualification to learn more about becoming a microsoft certified application specialist visit microsoft.com category database covers microsoft office access 2007 user level beginning intermediate 1 getting started with access 2 touring access databases 3 planning and creating a custom database 4 working with fields 5 working with tables 6 locating specific information using a query 7 simplifying data entry with forms 8 creating reports to convey information 9 improving the appearance of forms and reports 10 working on the 11 importing and exporting information 12 managing a database 13 protecting and securing a database 14 customizing access 15 enhancing a database with programming 16 working together on office documents new features microsoft certified applications specialist index

provides an overview of the features and functions of the program discussing such topics as building queries importing and exporting data creating reports securing a database and distributing an access application

the all in one reference to all aspects of microsoft access 2010 if you want to learn microsoft access inside and out the nine minibooks in this easy access reference are exactly what you need read the book cover to cover or jump into any of the minibooks for the instruction and topics you need most learn how to connect access to sql server manipulate your data locally use nifty new features from office 2010 such as the enhanced ribbon create queries and macros like a champ and much more from the basics to advanced functions it s what you need to make access more accesssible shows you how to store organize view analyze and share data using microsoft access 2010 the database application included with microsoft office 2010 includes nine minibooks that cover such topics as database design tables queries forms reports macros database administration securing data programming with visual basic for applications vba and using access with the helps you build database solutions that integrate with the and other enterprise data sources offers plenty of techniques tips and tricks to help you get the most out of access this all in one guide contains everything you need to start power using access 2010

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