

Brain DEVELOPER

A. Fill in the Blanks:

1. A Database is an organised way of storing information.
2. All the columns in a table are called Fields.
3. A Record contains the values for all the fields that belong to a single person or an entity.
4. In Memo data type, we can store a maximum of 65,536 characters.
5. The AutoNumber generates a sequential number whenever a new record is added to a table.
6. Hyperlink stores up to 1 GB of data.
7. The Primary key is a Toggle key.

HINTS

- Database
- Record
- Fields
- AutoNumber
- 65,536
- Hyperlink
- Toggle

B. State True or False:

1. You can create a relationship between two tables by using a unique field.
2. Tables, queries, reports, and forms can be created in Microsoft Access.
3. DBMS stands for Data and Business Management Software.
4. A table can have only one Primary key.
5. Access saves the table automatically after saving it once.
6. The Primary key button is available on the Design tab.
7. OLE data type stores a link to a web page.

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C. Application Based Questions:

1. Mansi wants to close the table after saving by using shortcut keys. Which key combination will you suggest to use?
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2. Apex corporation is designing a database for all its employees. The designers want to store the passport photograph of each employee linked to their respective names. Can you suggest which data type should use?
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D. Multiple Choice Questions:

1. is an application software, which is used to create, modify, and extract data from database.
a. DBMS ✓ b. DBBS c. DDMS
2. is the standard file name extension for database in Microsoft Office Access 2007.
a. .abcd b. .accd c. .accdb ✓
3. are the user friendly interfaces that facilitate the process of entering data in tables and queries.
a. Report ✓ b. Forms c. Queries
4. Which key moves the cursor to the previous field in Datasheet View?
a. ✓ Shift+Tab b. Shift+F6 c. Ctrl+Tab
5. What do you call the area where you can view the record numbers you have entered in a table?
a. Record Bar b. Record Tab ✓ c. Record Navigation Bar
6. Which icon indicates the Edit mode in Access?
a. Eraser b. Pen ✓ c. Pencil