



# Course – Access Training

## **Introduction of Course – Access Training**

Definition of a database

Definition of an RDBMS

File extensions

Presentation of the interface

Present Access Objects

Practical Workshop: Creating an Access Database

## **Table Creation in Access**

Create a table

Table creation methods

Data Sheets Mode

Creative mode

Different types of fields

Optimize the size of the fields

The basic tables

Motion tables

Practical workshop: create customer tables and products

## **Relational model**

Introduction to modeling

Relationships 1-1

1-n relations

The relational schema of the base

Define relationships

Edit, delete relationships

Practical workshop: Creating a relationship model

## Form Creation in Access

Create a form

Form creation methods

Form opening modes

Creating input forms

Creating consultation forms

Add an object to a form

Edit a form

Hands-on Workshop: Creating Seizure and Movement Forms

## Creating queries

Simple queries

Criteria

Filters

queries with SQL

State creation

Create a state

State creation methods

State opening modes

State presentation tools

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