**Multiple Choice questions**

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1. MS Access _____a form to a table.
       (a) deletes   **(b) sends**   (c) links
2. A _____ displays specific records from a table that meet a certain criteria.
       (a) query   (b) form   (c) report
3. When you change a _____ in a form, it gets changed in the table also.
       (a) file name   **(b) record**   (c) both(a) and (b)

Exercises

A.   **Multiple Choice Questions**

1. Queries, reports and forms are _____ of Ms Access.
       (a) objects   (b) icons   (c) buttons
2. A _____ is an effective way to present data in a printed form.
       (a) query   (b) forms   **(c) report**
3. To see the result of a query, click:
       (a) ⓘ   **(b) 🖧**   (c) ⊶

B. Quiz
      Q1.Name any one database object.
      Q2. Which row displays a check mark in the query design grid?

C. Very Short Answer Questions
      Q1. Name the three views in which a form can be displayed.
      Q2. How do you adjust the design of your form?
      Q3. What is the use of Criteria row in the query design grid?

D. Short Answer Question
      Q1. How do you create a form?
      Q2. Define the terms query, form and report.

E. Long Answer Questions
      Q1. Explain the design grid of the query window.
      Q2. How do you apply multiple criteria to the same table? Explain through an example.