

Microsoft Access Objective Questions and Answers Pdf

1. This type of query summarises large amounts of data in easy to read, row and column format
 - a. crosstab
 - b. columnar
 - c. select
 - d. action

Ans: A

2. A subset of characters within a data field is known as
 - a. Record
 - b. File
 - c. Data string
 - d. Byte

Ans: C

3. Which of the following store command to retrieve data from database?
 - a. Forms
 - b. Reports
 - c. Queries
 - d. Table

Ans: C

4. Which of the following is not a database objects?
 - a. Tables
 - b. Queries
 - c. Relationships
 - d. Reports

Ans: C

5. To enter the Input Mask wizard
 - a. click on the three dots to the right of the caption entry field
 - b. click on the three dots to the right of the format entry field
 - c. click on the input mask toolbar
 - d. click on the three dots to the right of the input mask entry field

Ans: D

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