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Access 2003

Volume 2

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GO Series Shelley Gaskin,Linda Foster-Turpen,2006-05-22 Written for a diverse audience all ages different educational backgrounds varying educational goals this book allows for self paced or online learning The primary goal ofGO Series Microsoft Access 2003 Volume 1is to teach Microsoft Access 2003 quickly and easily with an approach that is based on clearly defined projects A key feature of the book is the use of Microsoft procedural syntax steps begin withwhere the action is to take place followed by the action itself The instruction is error free clearly written and logically arranged This book provides users with the skills to solve business problems using the computer as a tool Volume 1 covers the following topics getting started with Access databases and tables forms and reports queries tables access pages and database conversion building and maintaining a relational database and advanced forms and subforms An efficient and handy guide for anyone interested learning the ins and outs of Microsoft Access 2003 GO! with MicrosoftOffice Word 2003- Comprehensive

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