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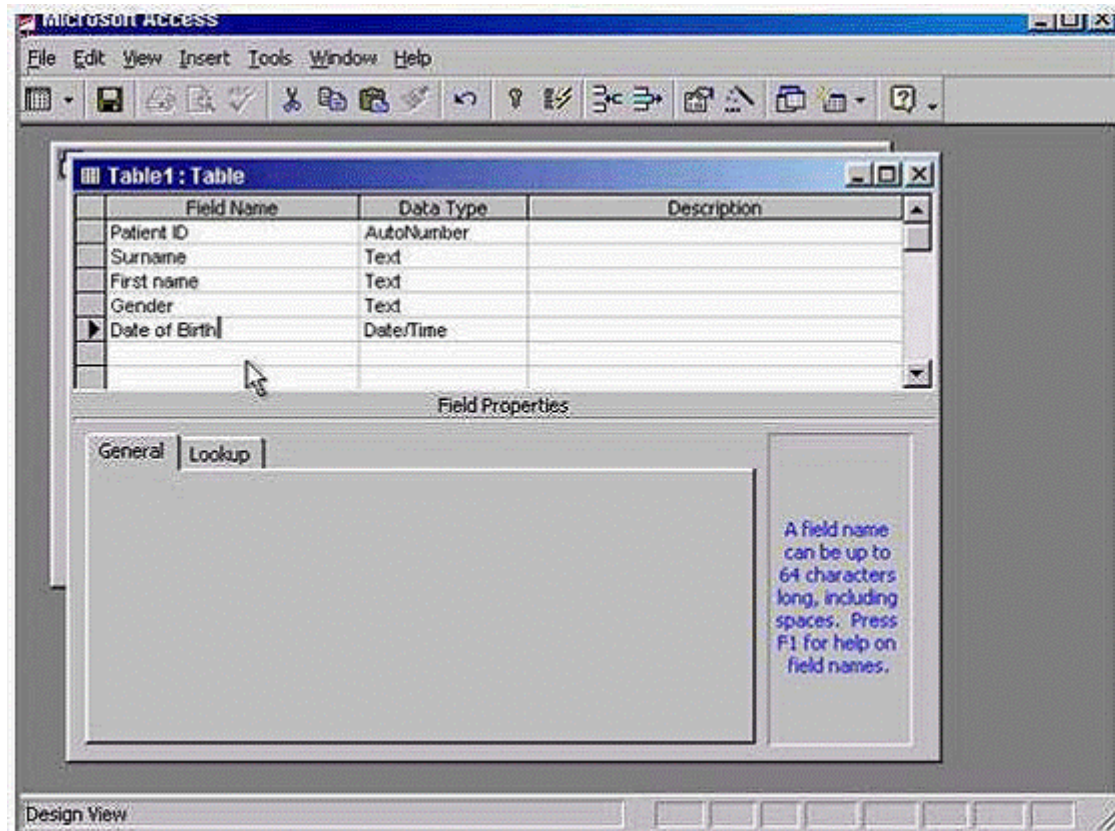
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Question 1

Question Type: MultipleChoice

Make the most appropriate field the primary key for this table.



Options:

A- Click on the gray area before the Patient ID -> click on the primary key in the table design toolbar

Answer:

A

Question 2

Question Type: MultipleChoice

A business, Cofee Golore, has moved premises. Please delete the selected field value, Camberwell Lane, from its record.

MICROSOFT ACCESS

File Edit View Insert Format Records Tools Window Help

Customer : Table

| Customer ID | Company Name | Billing Address | Contact First Name | Contact Last |
|-------------|------------------|----------------------|--------------------|--------------|
| 3 | Amber Lighting | Gray Park | Joe | Keily |
| 2 | Babel | 10a North Wall | Thomas | Reiner |
| | Brinks China | 7 Earl St | Joan | Summers |
| 15 | Coffee Galore | Camberwell Lane | Tom | Schofield |
| 4 | Crinleys | 28 Thomas St | Kumar | Gupta |
| 9 | Giant Arm | 31 White's Strand | Francesca | Chaney |
| 10 | Harry Sumara | 31 Smiths Terrace | Lisa | Walkins |
| 8 | Oyster Pond | 47 Oriel Road | Anna Maria | Simmons |
| 14 | Petunia Florists | 14 Blackthorn Park | Petunia | Clarke |
| 11 | Rest A While | Cookes Corner | James | Ryan |
| 6 | Sayalot | Chatam St | Omar | Sahif |
| 7 | SlumberWell | Meeting Sqr | Pierre | Vincente |
| 12 | Storeys Best | 8b Sheffield Way | Joseph | Storey |
| 13 | The Vineyard | 11 The Retail Centre | John | Curry |
| 5 | Trident Pillows | Knowles Alley | Larry | Hinckley |

Record: 4 of 15

Datasheet View

Options:

A- Press delete from the keyboard

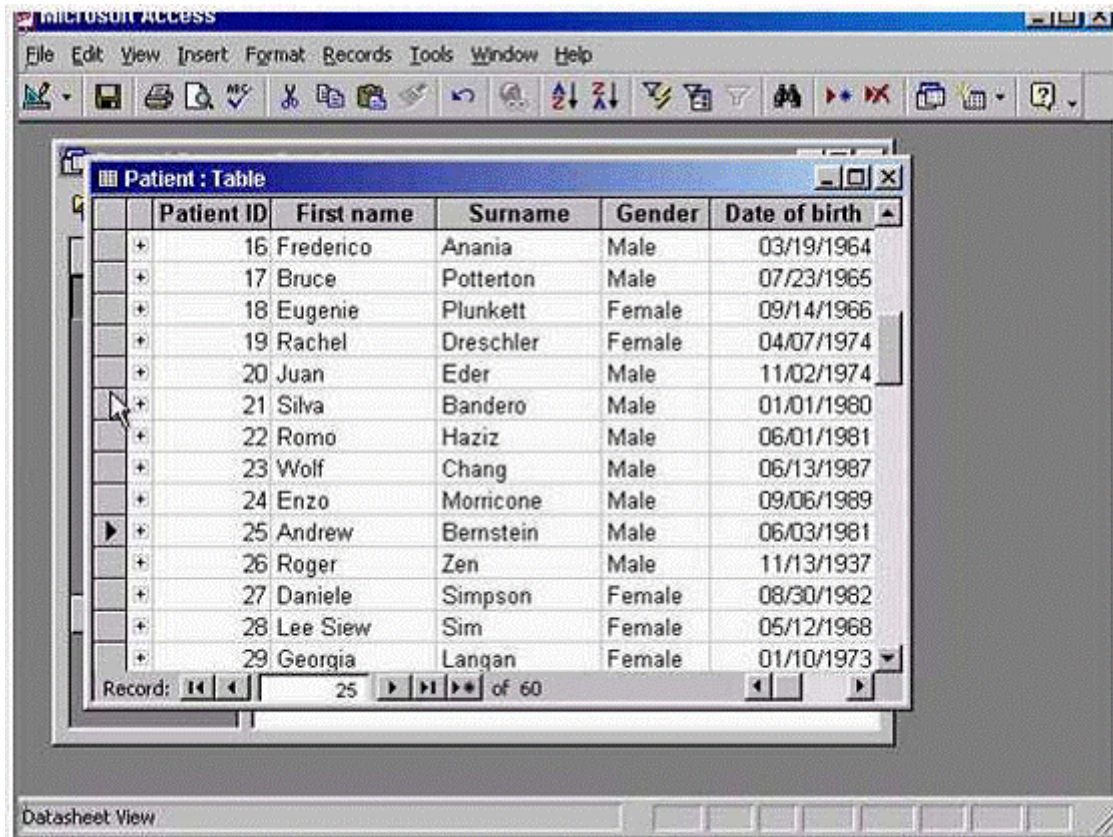
Answer:

A

Question 3

Question Type: MultipleChoice

Navigate directly to the first record in this table.



Options:

A- Press delete from the keyboard

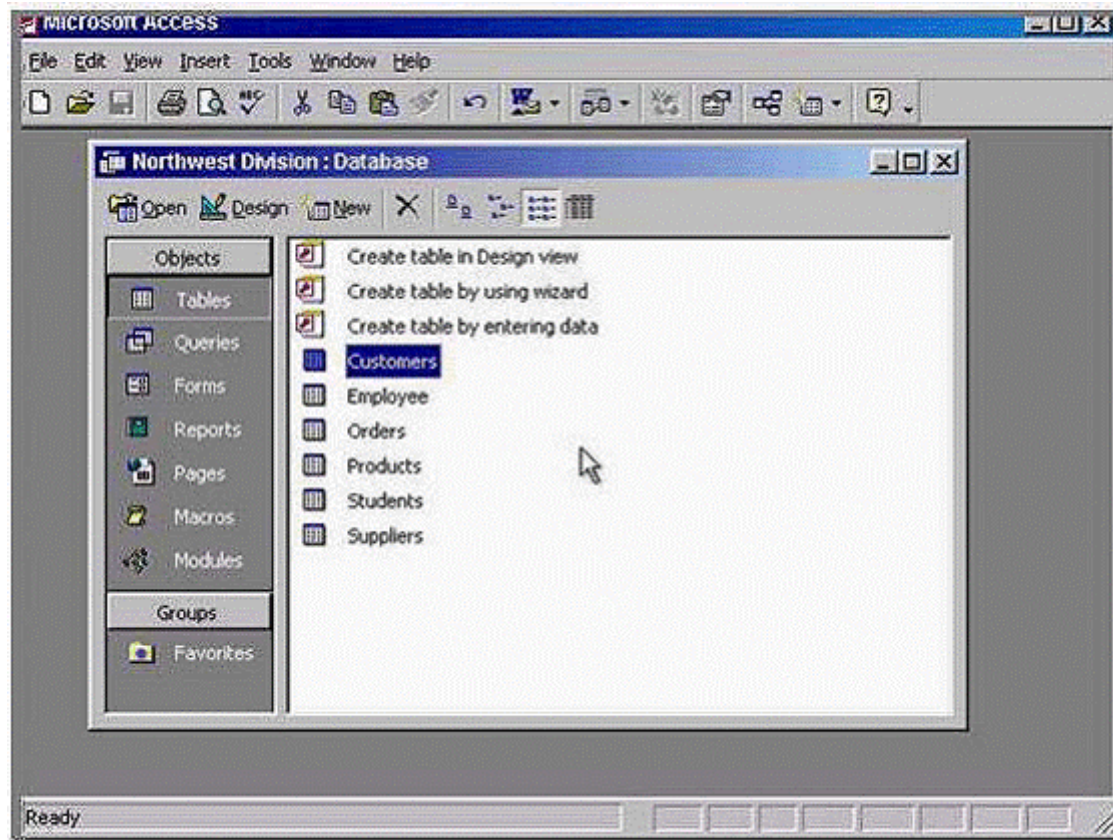
Answer:

A

Question 4

Question Type: MultipleChoice

Create a new table in Design view.



Options:

A- Double click on the create table in Design view

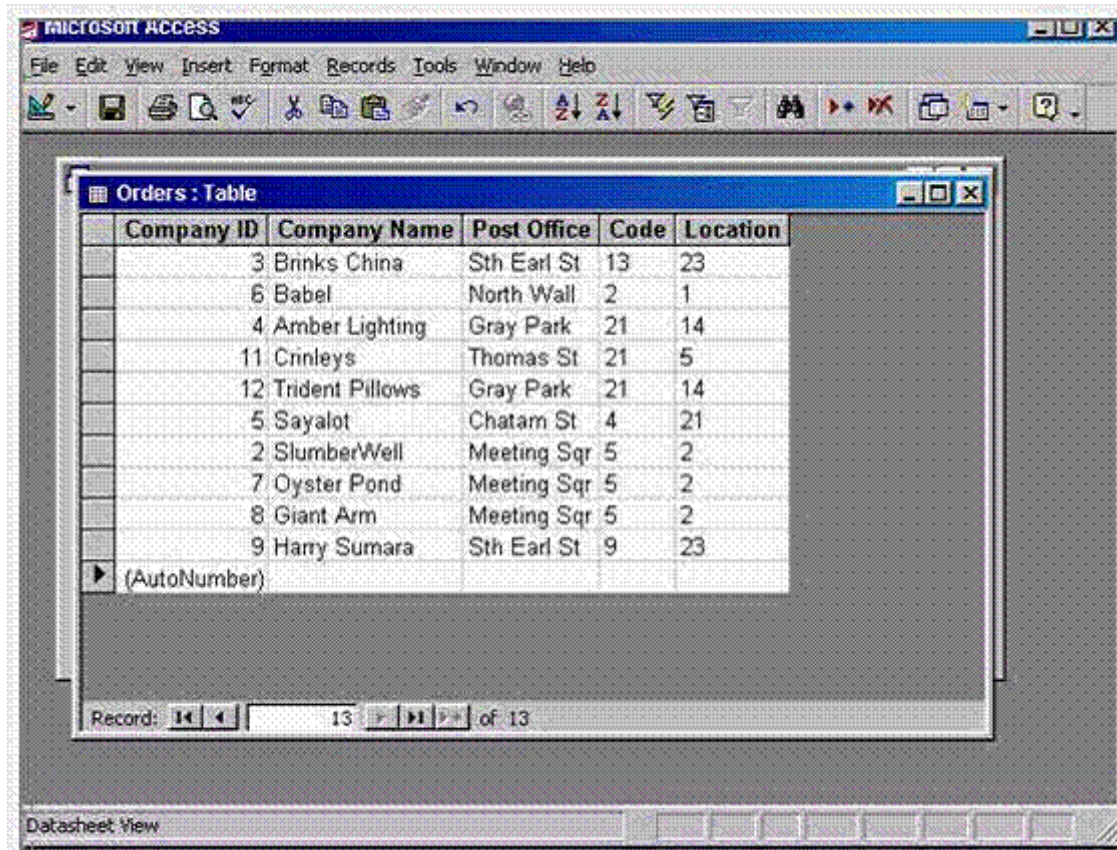
Answer:

A

Question 5

Question Type: MultipleChoice

Switch to Design view.



Options:

A- Click on view tool in the table datasheet toolbar

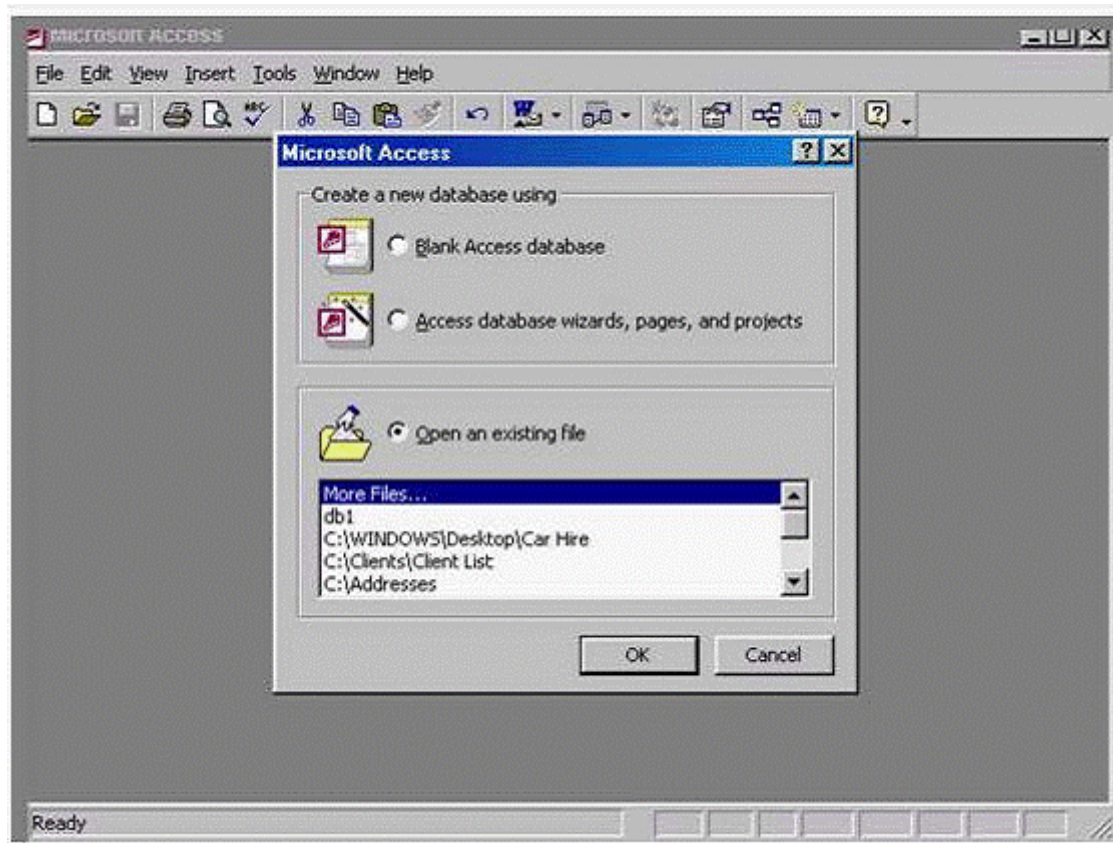
Answer:

A

Question 6

Question Type: MultipleChoice

Create a database using the option that will enable you to build your database using pre-set options.



Options:

A- Select Access database wizards, pages, and projects -> ok

Answer:

A

Question 7

Question Type: MultipleChoice

Which of these fields would be best suited to use as the Primary Key for this table?



The screenshot shows a window titled "Personnel : Table" with a table of field definitions. The table has two columns: "Field Name" and "Data Type". Below the table is a "Field Properties" section with "General" and "Lookup" tabs.

| Field Name | Data Type |
|----------------|------------|
| Annual Review | Date/Time |
| Surname | Text |
| Pension Scheme | Yes/No |
| Employee ID | AutoNumber |

Field Properties

General | Lookup

Options:

A- Select the gray area before the employee ID

Answer:

A

Question 8

Question Type: MultipleChoice

How many fields would be necessary to store this record and enable maximum flexibility for data retrieval?

Mr Alan Baker, 21 Liverpool Road, Manchester M54WT.

Options:

A- Type 6

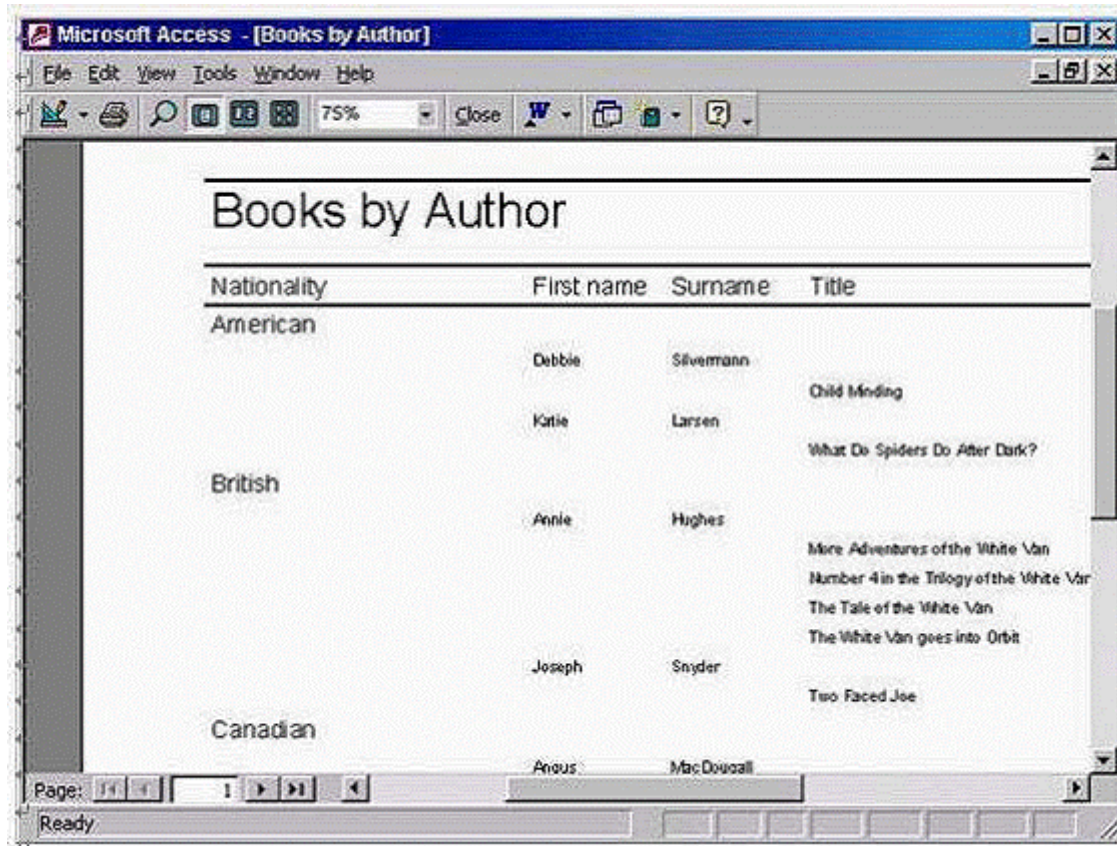
Answer:

A

Question 9

Question Type: MultipleChoice

Modify the printer settings to print 2 copies of this report.



Options:

A- File -> print -> in number of copies use the arrows to select 2 -> ok

Answer:

A

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