



Ultimate Access for Law Enforcement

FORMS

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Recap the Queries Video

- ▶ Queries ask the questions of your data
- ▶ There are multiple types that allow for various “lines of questioning”
- ▶ Be careful of several queries as they cannot be undone once run (UPDATE and DELETE queries)

Microsoft Access - Forms

- ▶ Forms can serve several purposes:
 - ▶ Easier data entry
 - ▶ Easier view of data
 - ▶ Combine views of data from various tables
 - ▶ Light “querying” of data

Microsoft Access - Forms

- ▶ Very time consuming when you want something to look more like an application/software program
- ▶ Great to control which fields get entered
- ▶ Can allow for quick searches of data
- ▶ Make menu screens to jump to various parts of a more elaborate database

Microsoft Access - Forms

- ▶ Recap:
- ▶ Lots of functionality
- ▶ Enhanced view of data
- ▶ Allows for control over data entry