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Computer Log on to Access.

1. What is MS Access?

→ MS Access is a database management system which was launched by Microsoft. It is an information management tool, a relational database, that helps you store information for reference, reporting and analysis.

2. What is Table?

→ Table is an object that is used to define and store data.

3. What is quick access toolbar?

→ It is present at the top left corner of the Access window. It contains the most frequently used command buttons such as save, undo and redo.

4. How many ~~ways~~ ways you can create Table?
Methods to create

→ Access provides several table in MS Access. The main/most common method is to use the Rename option with Add New Field Column ~~table~~ label to give

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each column the field name you want it to have and then to type or paste data in the table.