

## Theme Assignment

1. What is MS Access?

MS access is a database management system from Microsoft that combines relational Microsoft Jet data base engine. It was released in November 1992.

2. What is a table?

Tables are the building blocks of database. They store the complete data in a structured manner.

3. What is Quick Access tool bar?

This toolbar is present at the top-left corner of the Access window. It contains most frequently used command buttons. By default there are 3 buttons Save, undo and Redo.

4. There are many ways to create a table?  
There are three ways to create a table.

- i) Insert table
- ii) Table style
- iii) Table style option.