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Lisa Friedrichsen

# Microsoft Access 2013 Introductory Paperback

**Linda O'Leary, Timothy O'Leary**



## **Microsoft Access 2013 Introductory Paperback:**

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**Access 2013 Absolute Beginner's Guide** Alison Balter, 2013-04-18 Make the most of Access 2013 without becoming a technical expert This book is the fastest way to master Access and use it to build powerful useful databases of all kinds even web application databases Even if you ve never used Access before you ll learn how to do what you want one incredibly clear and easy step at a time Access has never ever been this simple Who knew how simple Access 2013 could be This is the easiest most practical beginner s guide to using Microsoft s incredibly powerful new Access 2013 database program simple reliable instructions for doing everything you really want to do Here s a small sample of what you ll learn Create tables to efficiently store and navigate your data Build queries that retrieve exactly the information you want Design intuitive forms that help your users work more efficiently Build reports that answer key questions intuitively and visually Learn easy techniques for designing more reliable databases Work faster with AutoForms AutoReports and other shortcuts Automate repetitive tasks and build more polished databases with macros Share Access data with Excel SQL Server and other applications Solve complex problems with advanced query form and reporting techniques Build modern web databases that serve users through browsers Run your database on the cloud through Microsoft Office 365 Construct a complete database application from start to finish And much more Alison Balter President of InfoTech Services Group Inc has spent 25 years training and consulting on Microsoft Access and related applications with top organizations such as Cisco Shell Accenture Northrop the U S Drug Enforcement Administration Prudential Transamerica Fox Broadcasting and the U S Navy She travels throughout North America delivering seminars on Access and has authored 14 books and videos for Pearson including Microsoft Access 2010 LiveLessons and Alison Balter s Mastering Access 2007 Development She is past president of the Independent Computer Consultants Association of Los Angeles Category Databases Covers Microsoft Access 2013 User Level Beginning

**Access 2013 Bible** Michael Alexander, Richard Kusleika, 2013-04-09 A comprehensive reference to the updated and new features of Access 2013 As the world s most popular database management tool Access

enables you to organize present analyze and share data as well as build powerful database solutions However databases can be complex That s why you need the expert guidance in this comprehensive reference Access 2013 Bible helps you gain a solid understanding of database purpose construction and application so that whether you re new to Access or looking to upgrade to the 2013 version this well rounded resource provides you with a thorough look at everything Access can do Explains how to create tables manipulate datasheets and work with multiple tables Teaches you how to apply the seven step design method to build databases that are tailored to your needs Covers building forms with wizards creating bound and unbound forms and adding data validation Shows you ways to automate query parameters create functions and subroutines and add programmed error routines Features a bonus website with content that contains all source code from the book as well as bonus shareware freeware trial demo and evaluation programs If you are looking for a comprehensive book on all things Access look no further than Access 2013 Bible

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*Microsoft® Office 2013*

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