



Access Forms and Reports For Dummies

Brian Underdahl

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Create queries that make forms and reports useful

Develop forms to access the data you need and make reports that make sense!

If you thought you had to use a spreadsheet program to produce reports and forms, guess what! Access can turn out great-looking forms and reports that actually show what's going on with your data -- if you know how to ask it nicely. This hands-on guide helps you do just that, and it works with all versions of Access.

Discover how to

- * Ask Access the right questions
- * Work with sets of data
- * Create simple forms with a wizard
- * Use queries to create new tables
- * Troubleshoot queries
- * Add visual features to reports

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