Access 365 Level 2 : Access 365 Level 2

In this course, you expand your knowledge of relational database design, promote quality input from users; improve database efficiency and promote data integrity; and implement advanced features in tables, queries, forms, and reports. Extending your knowledge of Access results in a robust, functional database for your users.

Course Outcomes

Design a relational database.

Join tables to retrieve data from unrelated tables.

Validate data entered into a database.

Use advanced queries to manipulate your data.

Organize a database for efficiency and performance, and to maintain data integrity.

Customize reports to organize the displayed information and produce specific print layouts.