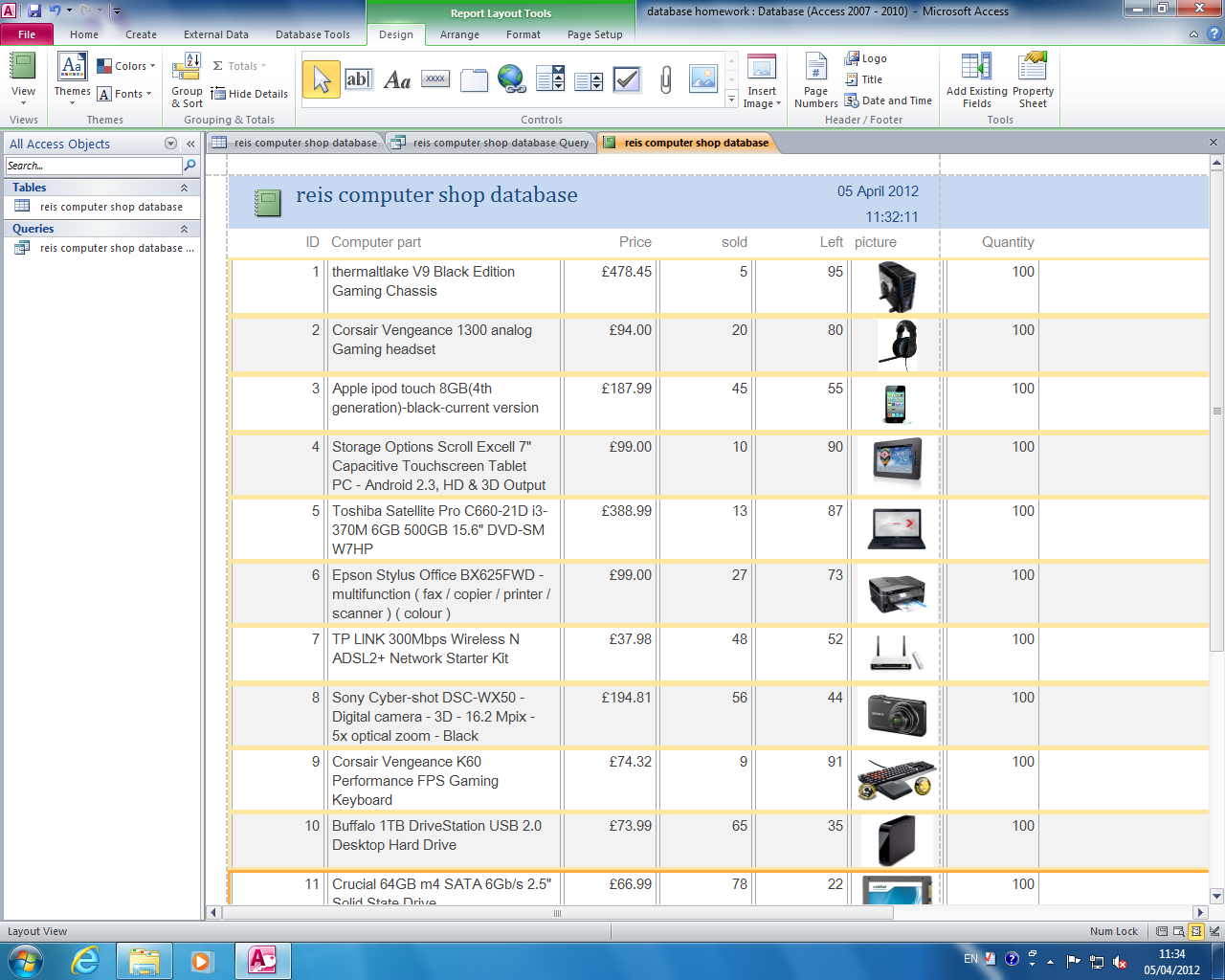
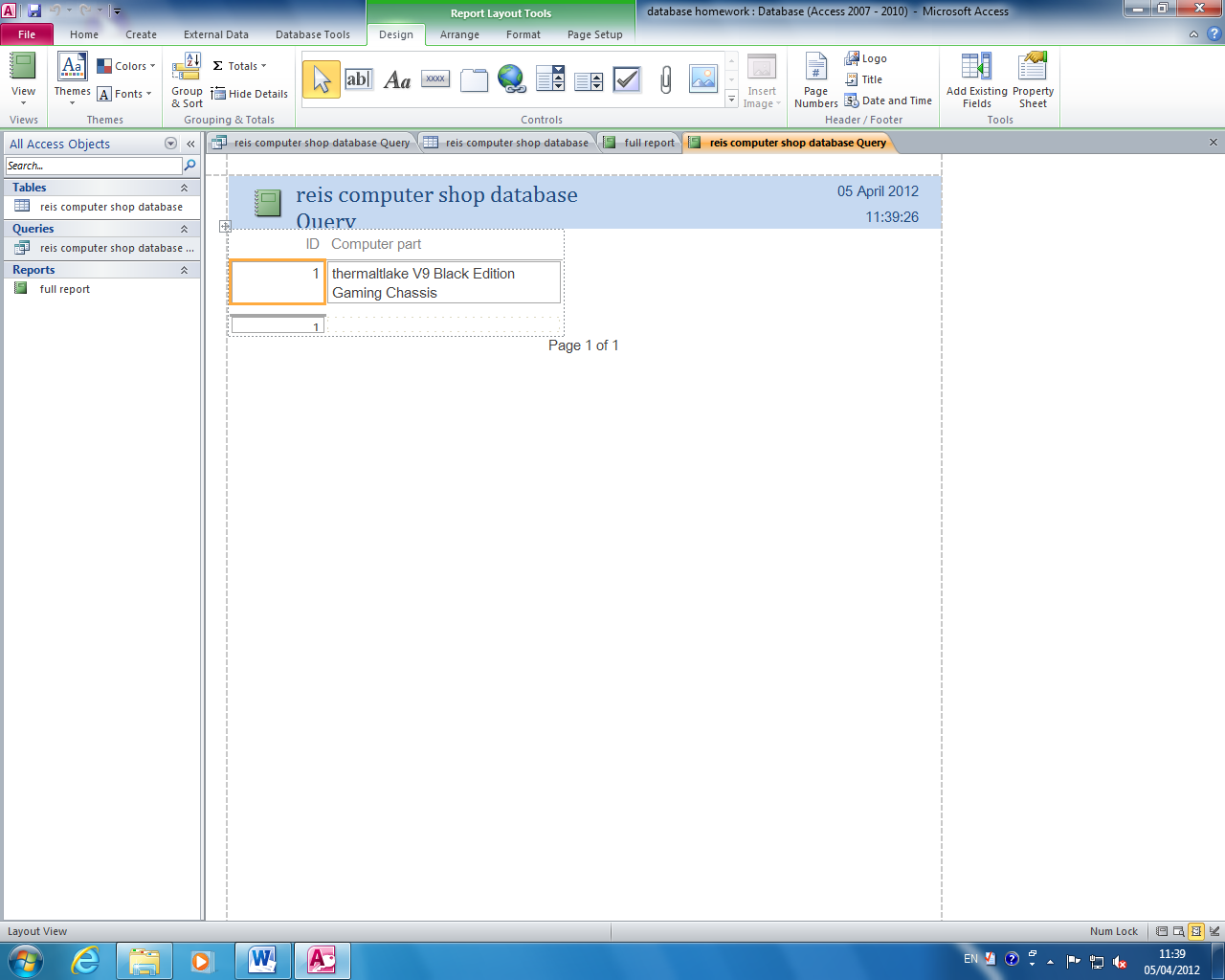
Queries and Lab reports



Spreadsheets can also be a database; Access does Queries and reports better than excel, always remember to name reports and queries appropriately

A general report shows everything in the computer database



Queries help you find what you are looking for in large databases, and therefore are very useful especially in very big database

In the assessment criteria, I can add and delete records in a database, List good and not so good features of the solution, Explain how such software or hardware could be used in school work, Identify the advantages and disadvantages of using such software or hardware in school and in work, Identify improvements, and perform a query indicating that I am in level 5

The advantages and Disadvantages of using such software and hardware in school are:  
Advantages:  
-It helps you keep track of what is in stock, how much is being sold and help you identify if some weird or suspicious things have been happening to the number of objects etc.  
-Very helpful in finding things in databases and getting information of whatever you were looking for

Disadvantages:  
-Can go wrong if structured or built the wrong way  
- Can cause a lot of confusion at many times (that is one reason why the names of reports/queries must always be appropriate)