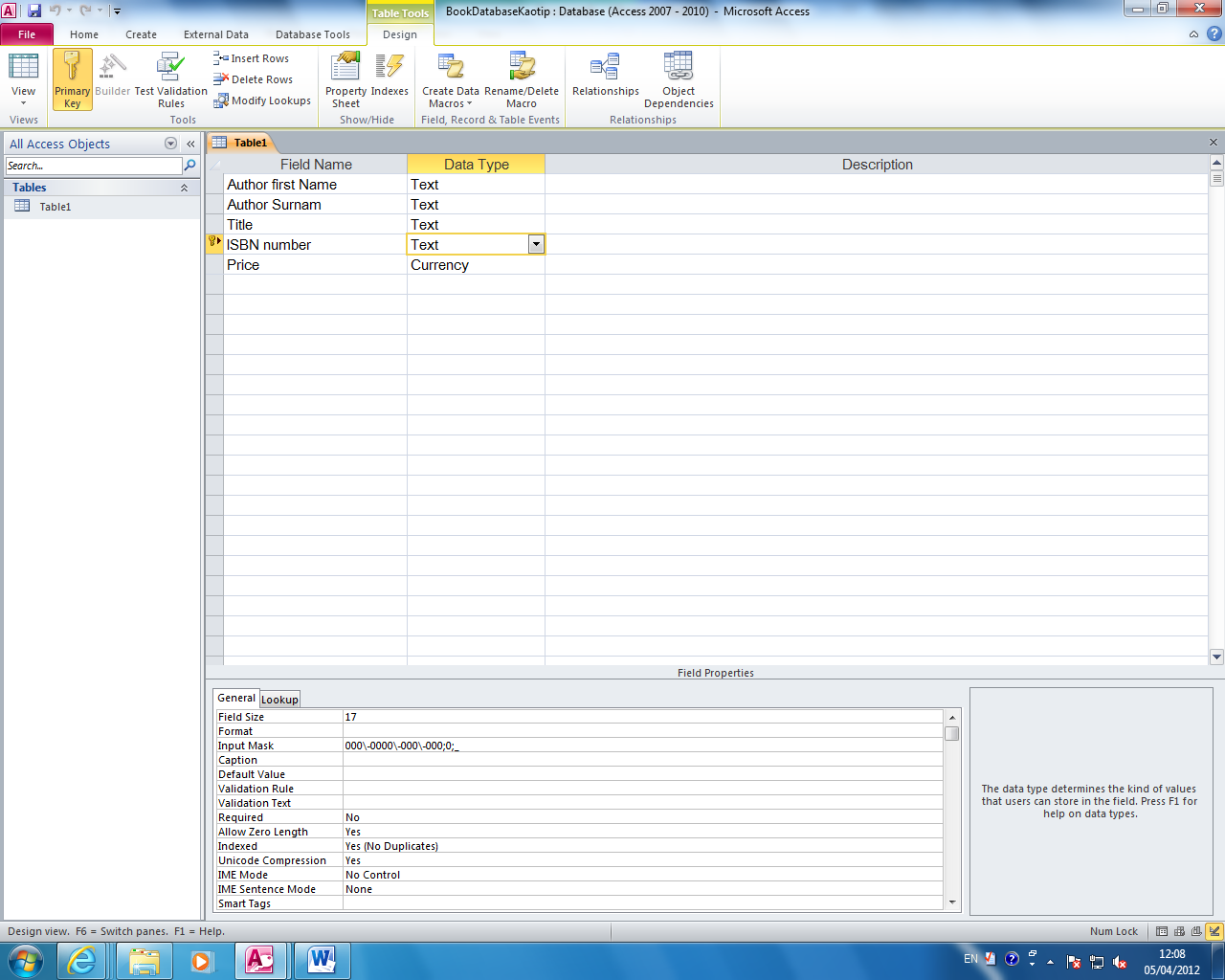


I created a full report on all the data I have. I also saved it and named it appropriately.

I created a small report on mouse I have in my storage. I made a query first then made a report out of it. I named it ‘Mouse Report’.



Database can also be used in schools. There could be a database on all the students in the school – name, last name, ID number, year group, picture, and etc. query can be used to find female student or male student, or student in a certain year group so the school could give out notice for appropriate group of students. Reports can be used in the grading system. The school could use report to generate report cards with students’ grade and teachers’ comments on it.

Query is used to find things with specific requirements. Query is useful in finding a data from a large database which have lots of data stored in it.

Report in database is a repot about the products or information in the database.

The disadvantage of running a report straight off is that there might be hundreds of data on it and it would be too long. What to do is to create a query first then made a report out of it.

Report can be useful in my computer shop because we can make a report on products that are out of supplies and such. Query will be very useful in my computer shop as well, because using query I can find a specific product in a short time and can categorized all my products.

I did data validation here in my book database. The data validation I did is for the ISBN number.

Learn about data validation: <http://www.addictivetips.com/microsoft-office/access-2010-field-validation-rule-message/>