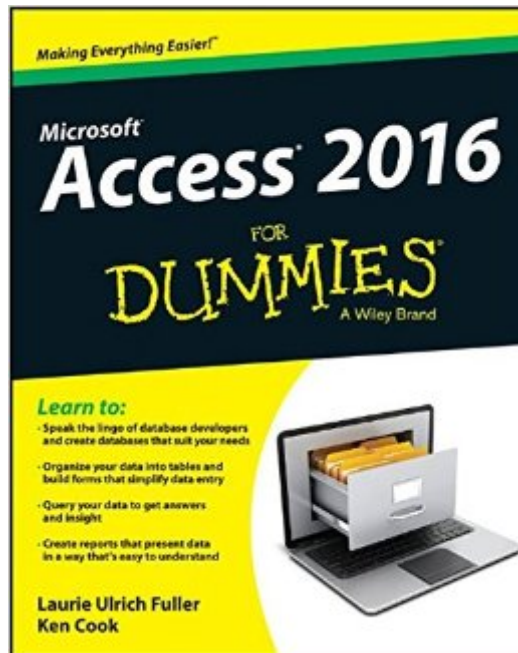


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# Access 2016 For Dummies (Access For Dummies)



## Synopsis

Your all-access guide to all things Access 2016 If you don't know a relational database from an isolationist tableâ"but still need to figure out how to organize and analyze your dataâ"Access 2016 For Dummies is for you. Written in a friendly and accessible manner, it assumes no prior Access or database-building knowledge and walks you through the basics of creating tables to store your data, building forms that ease data entry, writing queries that pull real information from your data, and creating reports that back up your analysis. Add in a dash of humor and fun, and Access 2016 For Dummies is the only resource you'll need to go from data rookie to data pro! This expanded and updated edition of Access For Dummies covers all of the latest information and features to help data newcomers better understand Access' role in the world of data analysis and data science. Inside, you'll get a crash course on how databases workâ"and how to build one from the ground up. Plus, you'll find step-by-step guidance on how to structure data to make it useful, manipulate, edit, and import data into your database, write and execute queries to gain insight from your data, and report data in elegant ways. Speak the lingo of database builders and create databases that suit your needs Organize your data into tables and build forms that ease data entry Query your data to get answers right Create reports that tell the story of your data findings If you have little to no experience with creating and managing a database of any sort, Access 2016 For Dummies is the perfect starting point for learning the basics of building databases, simplifying data entry and reporting, and improving your overall data skills.

## Book Information

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## Customer Reviews

This is a good guide for the beginner. It moves you through learning Access in a logical way. However, if you think you are going to read this book and be able to design a database that works, think again. Creating a working relational database is not as easy as one might think. If you don't set up your tables and table relationship the right way, queries and forms will not work properly or will not work at all. Although the author discusses building table relationships, it's more about how to mechanically do it in Access rather than the theory behind it. Access has 2 relationship types and the author decides to only teach you how to set up ONE of them. Also, even though the author discusses multivalued fields, he decides that they shouldn't be used and doesn't bother to teach the user how to set one up. He recommends a junction table but never teaches you how to set one one up. Access has a simple way to create a backup of your database, but for some reason, the author totally ignores this. He also recommends that you do this ridiculously long and complicated way of backing up just one table before making changes when backing up the whole database is much quicker. As for form design, the author doesn't go into much detail about subforms. Subforms are great...when the work. But, if you didn't set up your relationships correctly (or your tables), subforms will not link properly and won't work. If you try to create a subform using the Forms Wizard and it doesn't work because your relationships are hosed, then what? You have to use the drag and drop method, which the author doesn't even mention. This is as far as I got in the book. I decided it was better to send this back to the library and start over again with a better Access guide.

It's a pretty good basic book - and it does venture into some more advanced concepts. I guess it just didn't answer a few of the questions that I had when I bought it, so it doesn't get the five star rating that I'd like to give it!

If you have database building experience, this book might be helpful. I do not have experience (hence - the "for dummies"). I am computer literate, and do use the other MS programs. That knowledge does not help with database building. I find the program itself very complicated with all its layers and different views. The book added to the complexity and left me very frustrated trying to comprehend exactly what it was instructing me to do. I would not recommend this book unless you already have extensive data base experience.

Basic overview. I expected more, but perhaps that's my fault for buying a Dummies book. This was lighter weight than the others I've read in the past.

Very useful reference book. Well thought out and developed for novice thru advanced Access users

came in as stated and in the condition stated as well. will order again.

One of the best books in the Dummies series. Vey detailed.

It made me feel dumb. I didn't understand it too well.

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