PASSTCERT

QUESTION & ANSWER

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Exam : **ICDL-Access**

Title : ICDL-Access ICDL-Access Exam

Version : Demo

1.Which two of these statements about referential integrity are true?

A. If a record in a parent table has a related child record referential integrity prevents you from deleting the parent record

B. In Access, referential integrity is enforced by typing in a rule.

C. You can set rules about referential integrity in a one table database.

D. Referential integrity ensures that records in linked tables are automatically updated when changes are made.

E. A child record cannot be entered unless it has a parent in the database if referential integrity is used

Answer: A,E

2.Log on to the database named Car Hire with the username icoffey and password ken*72 .?
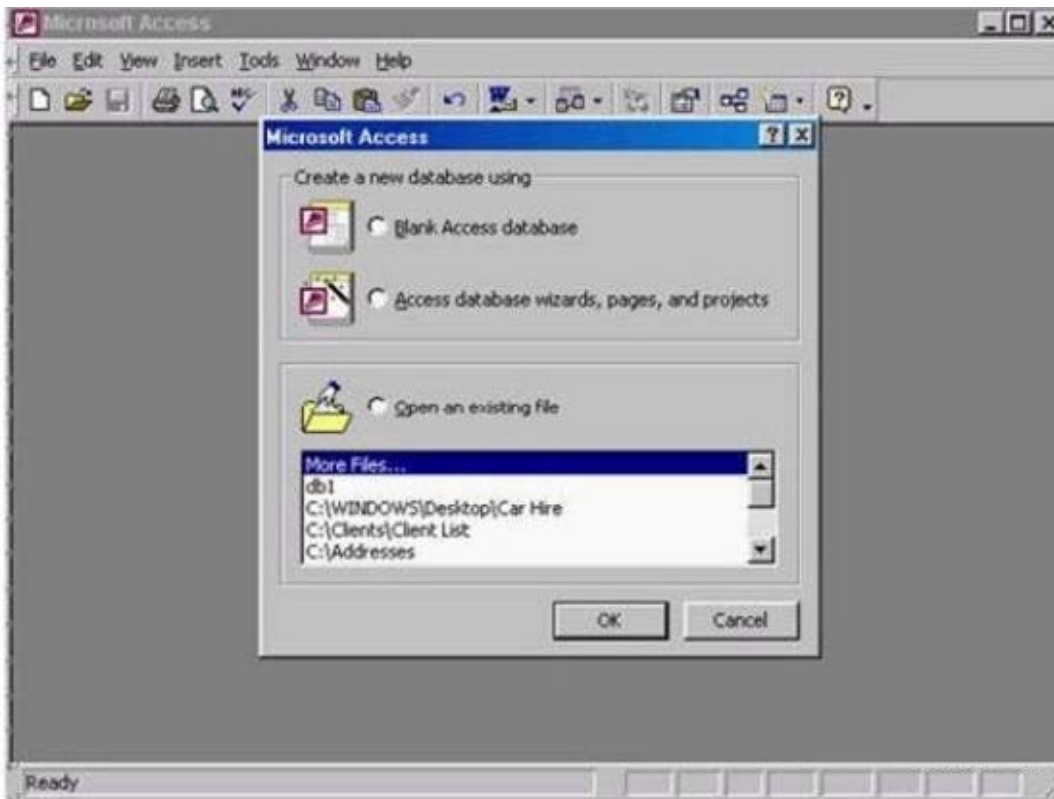
A. Select open an existing file -> select c:\windows\desktop\car hire -> ok -> typeicoffey in the name box -> ken*72 in the password box
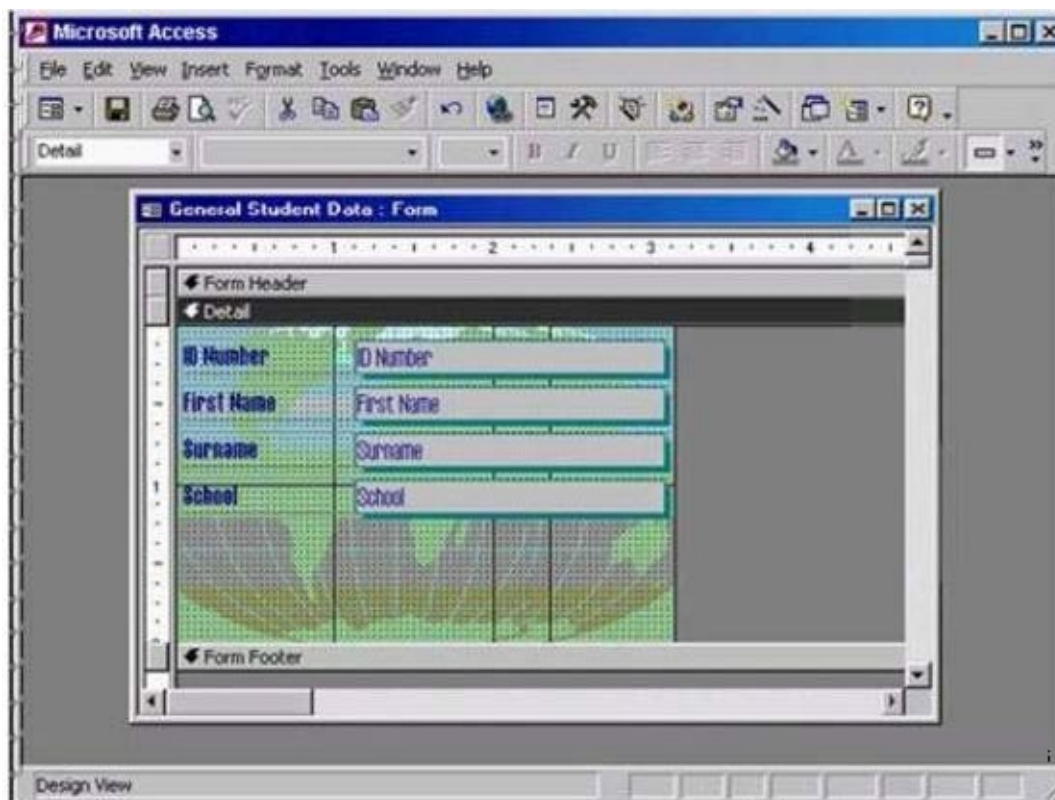
Answer: A

3.Create a new blank database.

A. Click on the new tool from the database toolbar -> select database -> ok
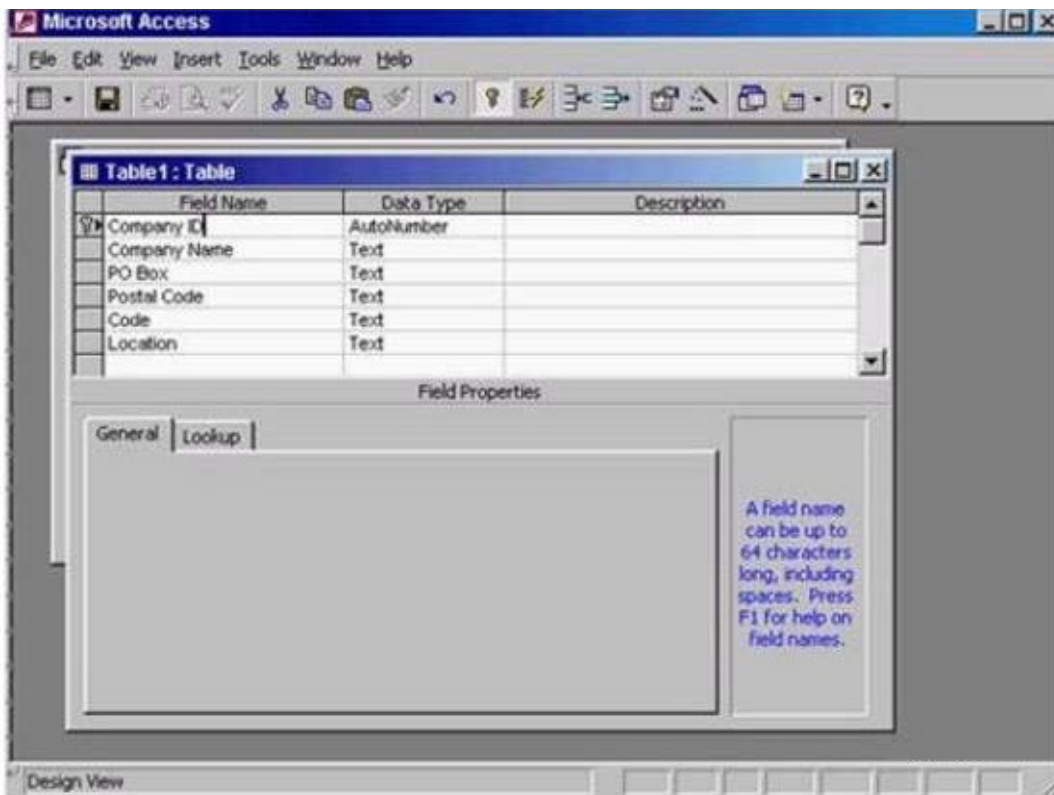
Answer: A

4.Use Microsoft Access Help to find information about decimal numbers.

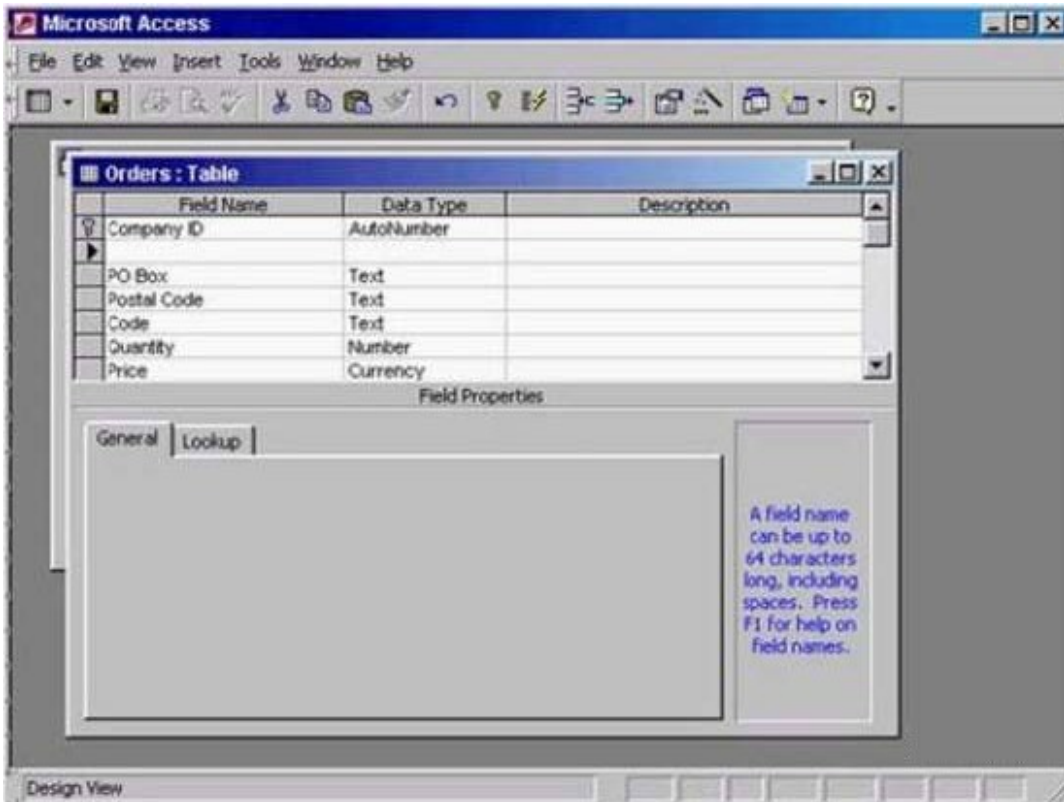A. Help -> Microsoft access help -> type decimal numbers -> search

Answer: A

5.Hide the Formatting (Form/Report) toolbar.

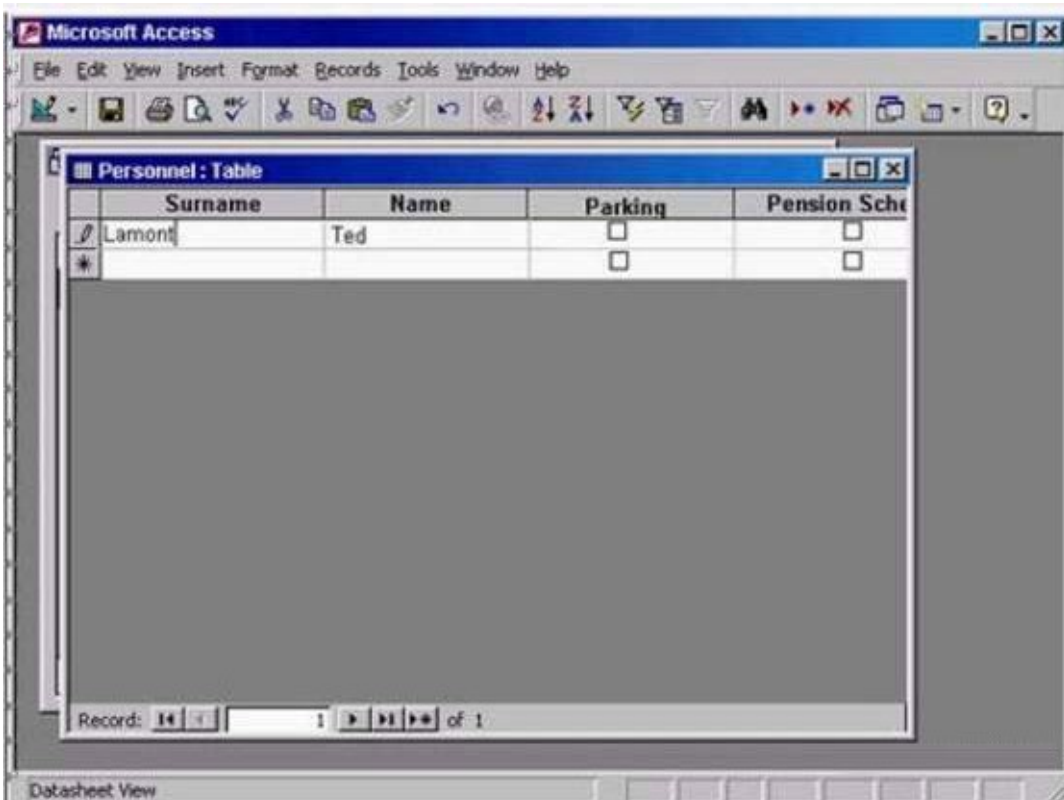A. View -> toolbars -> select formatting (form/Report)

Answer: A

6.Save the above table and give it the name Sals.

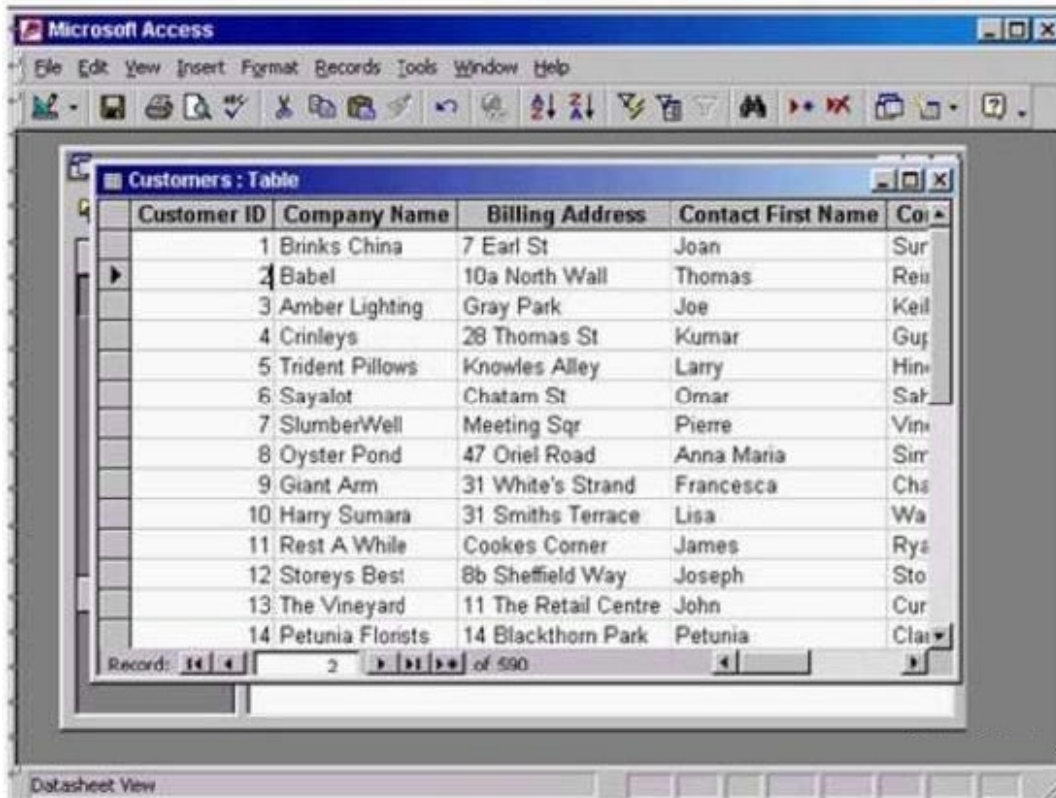A. Click on the save tool from the table design toolbar -> type Sales -> ok
Answer: A

7.Enter the field name Contact Name into the empty row. When you have finished, move the insertion point to the Data Type column.

A. Type Contact Name -> press Tab from the keyboard

Answer: A

8.Change the entry in the Surname field of this record to Dawson. Move to the next field in this record when you have finished.
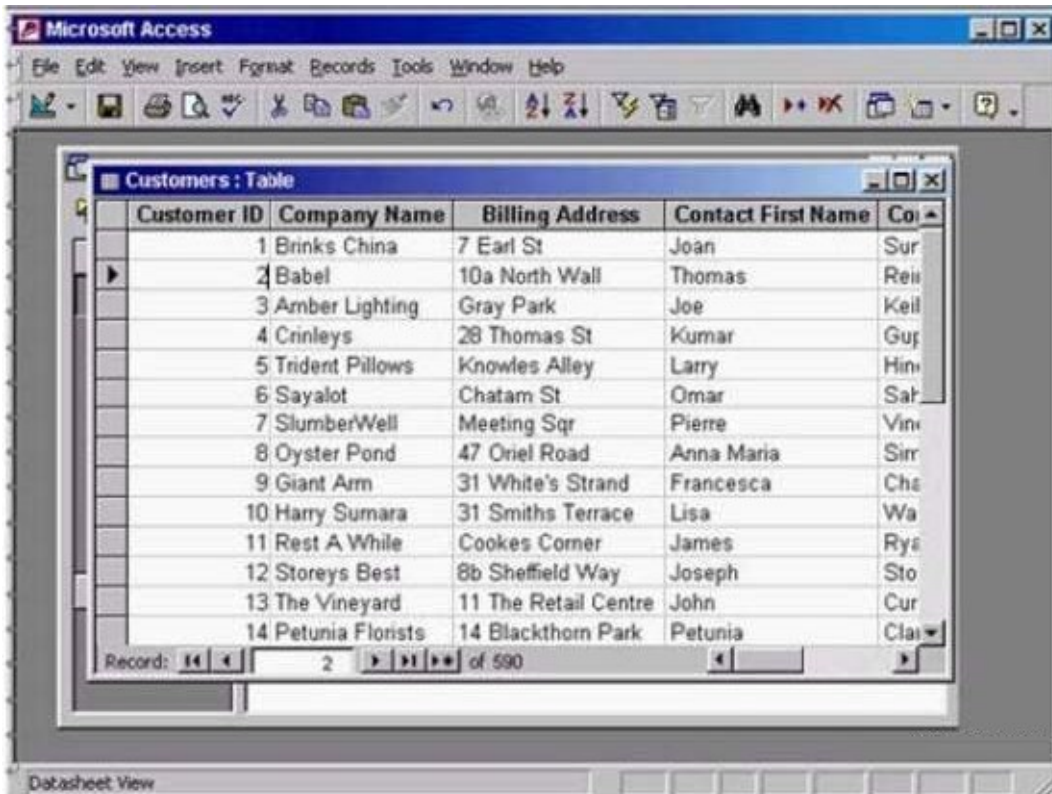
A. Use the back space from the keyboard to delete Lamont -> typeDawson -> press Tab from the keyboard
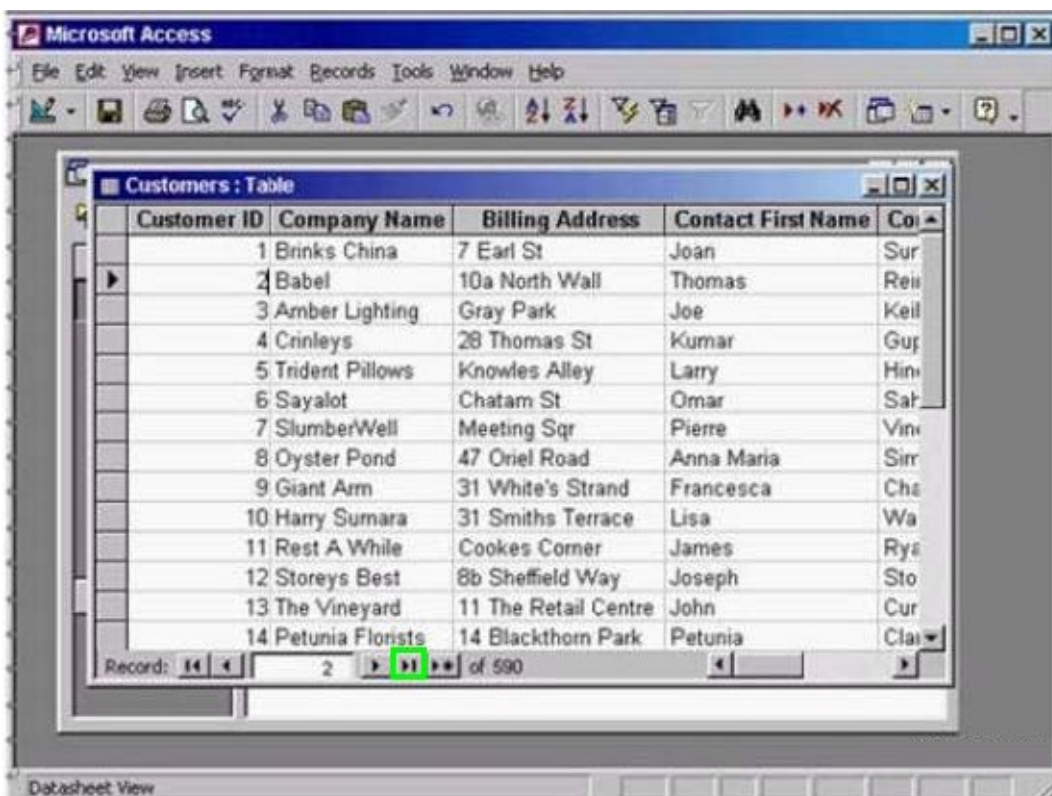
Answer: A

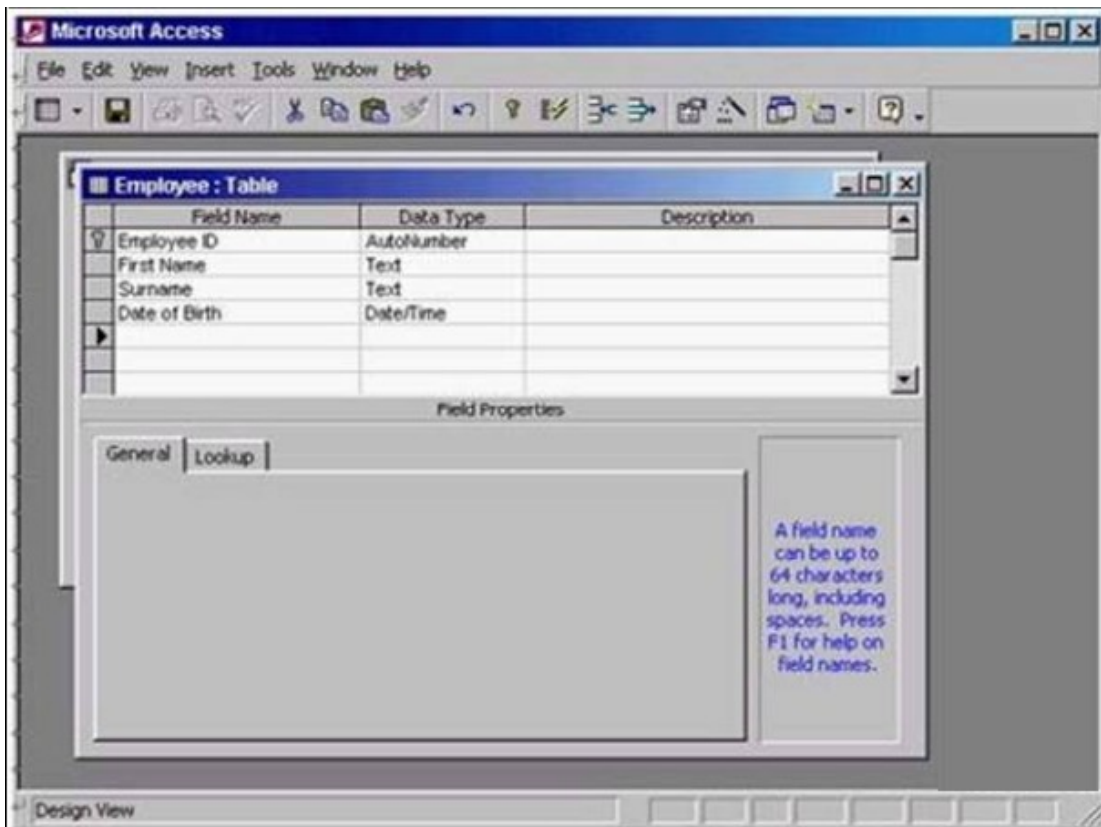9 HOTSPOT

Navigate quickly to the last record in this table.

Answer:

10.Save and close this table.

A. Click on save tool from the table design toolbar -> close the table

Answer: A