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Step 1) Click on the 'Windows' icon. You will find the list of installed programs.

Step 2) Check and click on Access Icon.

Step 3) MS Access Application window will appear . Steps 4) Press 'Esc' Result:

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This will open the MS ACCESS windows application . Option 2) From Desktop, 'New' option. Step 1) Right Click from Desktop and Click 'New'

## **MS ACCESS Tutorial: Learn with Example**

Microsoft Access. Is a relational database tool.This means that all data is

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organized into (related) tables. You may use the tool to budget your monthly expenses, organize your library catalogue or maintain an elaborate address book; the key lies in structuring your data into simple, non-redundant tables that can be linked together.

### **Create Database Using Microsoft**

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## **Access with 6 Amazing Steps**

For illustration purposes, I'll use Access 2016 to demonstrate how to use MS Access. So let's now dive into the steps needed to create a table in Access.

Topic-1: How to Use MS Access - Creating a Table. A table can be used to store your data. It is indeed a fundamental ingredient in Access, and a

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good starting point to better understand  
...

## **How to Use MS Access - Simple Guide for Beginners - Data ...**

Fully updated for today's powerful new version of Access, Microsoft Access 2016 Step by Step shows you how to do all this, and much more: Build a database



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from scratch or use built-in templates.  
Create easy-to-use data-entry forms.  
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## **Microsoft Access 2016 Step by Step | Microsoft Press Store**

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- Optimizing database design
- Creating Tables to store data in formatted fields
- Using handy templates to give you a head start

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modify, and print reports. Throughout this tutorial, we will be using a sample database. If you would like to follow along, you'll need to download our Access 2016 sample database. You will ...

**Access 2016: Creating Reports - GCFGlobal.org**

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Steps to Link Multiple Tables in Access 2016. Let's now look at the steps to link those 4 tables together: (1) First, go to the 'Create' tab

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