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forms and queries, import data from other databases and documents, and design subreports.

## **Microsoft Access 2013 Step by Step (Step by Step ...**

Microsoft Access is a database creation program that allows for anyone to easily maintain and edit a database. It is suitable for anything from small projects to large



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businesses, and is a very visual program. This makes it great for performing data entry, as you don't need to work with tables and spreadsheets.

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Step 2) Click on  
'Microsoft Access  
Database Option' Step  
3) Below MS Access  
Application window will

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appear . Step 4) Press  
'Esc' Result: This will  
open the MS Access  
windows application .

How to Create a  
Database. Before we  
create a Database, lets  
quickly understand the  
holistic picture of what  
Database is, with  
particular reference to  
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further guide to  
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