



## BTEC Level 3 ITQ - Unit 318 - Database Software Using Microsoft Access 2010

By CiA Training Ltd.

CiA Training Ltd. Spiral bound. Book Condition: new. BRAND NEW, BTEC Level 3 ITQ - Unit 318 - Database Software Using Microsoft Access 2010, CiA Training Ltd., This training guide has been written specifically for the BTEC ITQ (IT Users) level 3 unit Database Software, which requires you to use a software application to create and edit a multi table relational database. Each exercise in this guide has been designed to gradually build up your knowledge of Microsoft Access using a simple, user friendly, step-by-step approach. This unit requires you to demonstrate the skills and knowledge needed to create and maintain multiple tables in a database, link them appropriately and retrieve information using queries and reports. This guide provides you with the knowledge and techniques necessary to meet these learning outcomes. Data files to accompany this title are available to download from our website, which allow you to practise the many different software features covered.



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