

Computer Concepts - Quarter 3 - Week 3 Assignment

First Name	Last	2/18/2025
Complete the following		Initial
Read	7.5 Creating Forms	_____
Watch	7.5.1 Access Forms	_____
Watch	7.5.2 Form Formatting	_____
Read	7.5.3 Form Facts	_____
Do	7.5.4 Skills Lab: Create Forms	_____
Do	7.5.5 Challenge Lab: Create Forms	_____
Read	7.5.6 Form Tips	_____
Do	7.5.7 Applied Lab: Creating Forms for a School	_____
Do	7.5.8 Applied Lab: Creating Forms for a Library	_____
Read	7.6 Creating Reports	_____
Watch	7.6.1 The Report Wizard	_____
Watch	7.6.2 Reports with Totals	_____
Watch	7.6.3 Report Formatting	_____
Read	7.6.4 Report Tips	_____
Do	7.6.5 Skills Lab: Create Reports	_____
Do	7.6.6 Challenge Lab: Create Reports	_____
Read	7.6.7 Report Tips	_____
Do	7.6.8 Applied Lab: Creating Reports for a School	_____
Do	7.6.9 Applied Lab: Creating Reports for a Library	_____
Read	7.7 Surveying Advanced Access Features	_____
Watch	7.7.1 Managing Databases	_____
Watch	7.7.2 Formatting Tables and Managing Records	_____
Watch	7.7.3 Application Parts	_____
Watch	7.7.4 Crosstab Queries	_____
Watch	7.7.5 Query Parameters	_____
Watch	7.7.6 Action Queries	_____
Watch	7.7.7 Calculated Fields and Conditional Logic	_____
Watch	7.7.8 Advanced Form Options	_____
Watch	7.7.9 Navigation Forms	_____
Watch	7.7.10 Advanced Form Options	_____
Read	7.7.11 Advanced Query Facts	_____
Read	7.7.12 Additional Access Facts and Video	_____

Instructor Email - sbernard@homelinkyakima.com
 Bring your assignment sheet with you each week