Multiple Choice Answer Key

Access, Chapter 1

1. Which sequence represents the hierarchy of terms, from smallest to largest?

**B**

1. You edit several records in an Access table. When should you execute the Save command?

**D**

1. Which of the following is *not* true of an Access database?

**C**

1. Which of the following is *true* regarding the record selector box?

**A**

1. Which of the following will be accepted as valid during data entry?

**C**

1. You have finished an Access assignment and wish to turn it in to your instructor for evaluation. As you prepare to transfer the file, you discover that it has grown more than double in size. You should:

**C**

1. Which of the following conditions is available through Filter by Selection?

**A**

1. An Employees table is open in Datasheet view. You want to sort the names alphabetically by last name and then by first name (i.e., Smith, Andrew). To do this, you must:

**A**

1. Which of the following is *not* true when creating relationships between tables?

**B**

1. All of the following statements are true about creating a database *except*:

**D**