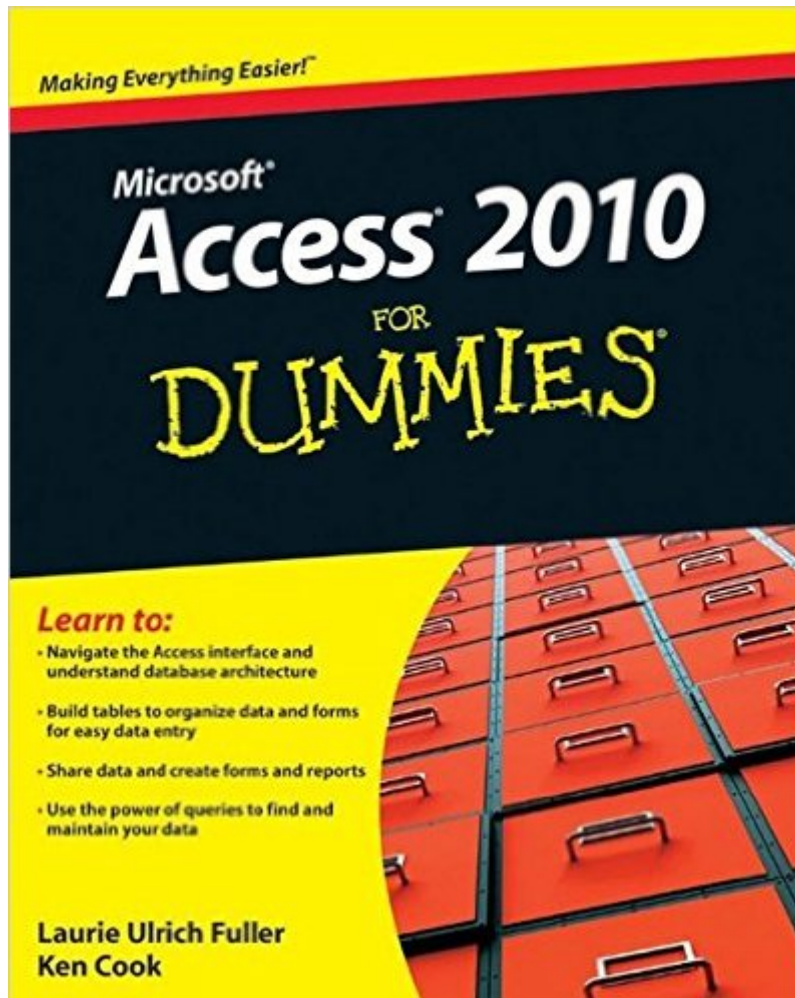# The book was found

Access 2010 For Dummies

Synopsis

A friendly, step-by-step guide to the Microsoft Office database application Access may be the least understood and most challenging application in the Microsoft Office suite. This guide is designed to help anyone who lacks experience in creating and managing a database learn to use Access 2010 quickly and easily. In the classic For Dummies tradition, the book provides an education in Access, the interface, and the architecture of a database. It explains the process of building a database, linking information, sharing data, generating reports, and much more. As the Microsoft Office database application, Access may be the least understood and most challenging part of the Office suite Access 2010 For Dummies walks newcomers through building and using their first database Covers linking information in a database, setting relationships, modeling data, and building tables Explores how to extract data from Access and get specific answers, create forms, and export data in reports A section for more experienced users looks at analyzing errors and creating an interface Fully updated for the newest version, Access 2010 For Dummies gets new Access users up to speed and helps veterans get the most from the Office database application.

Book Information

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Customer Reviews

Having only a rudimentary knowledge of Microsoft Word in older versions, I bought Microsoft Office 2010. There were big changes so I bought two books, Microsoft Office 2010 all-in-one for dummies and this one on Access. I've never used Access but wanted to see if it could replace an ancient DOS database program we've used for decades in our businesses.I wanted a book that wasn't intimidating and was quick to get me started. This one is a bit basic, but it is very clear and leads

you through all the steps needed to set up a database. Because I have to work on this between deadlines, I haven't finished setting up my database yet, but I feel confident this book will provide all the information I need.I'd recommend it for anyone just delving into Access 2010 for the first time.

I've been teaching Microsoft Office products for years yet never really felt truly confident about my Access skills until I worked through this book. It covered all of the basics and explains database terminology and concepts in a way that really made sense to me. I especially appreciated the way that Ulrich and Cook dealt with the topic of getting Access tables to play nicely with one another. (Like anything else in life, it's all about relationships! Check out pages 85 through 93!) I also found the chapter "Parts of Tens" to be really helpful in that it anticipated the most common difficulties a new Access user might experience and helped you over those hurdles. Lastly, the section titled "More Power To You" went beyond the basics and gave me the keys to the Access hot-rod by teaching me about the Access Analyzer - a tool that helps you tune up a database for optimum performance. Additionally, the sly humor throughout the book never failed to make me LOL. With section titles like "Beauty is Only Skin (Tables) Deep" and "The Words They are A-Changing" you know the writing is fun and easy to digest.

This book is NOT for Dummies. I teach Access and was looking for a good book that introduces Access in a logical manner to give me some extra information and more outlooks on what to teach first. This is NOT the way to go. It does not start off with the very basic information on how to even open and name an Access document, something you MUST know before you can even start. I just do not like the book. From a teacher's point of view, it is disorganized, not taken from the smallest steps to the largest, not from the most basic to the more complex. I would not buy it again if I had the chance to do it over. And I would NEVER recommend it to a student. Someone asked me what would be better: The very best alternative is the GO!Access book which comes with a wonderful CD. It is worth every penny.

I think Access 2010 is a great book. When I have a question regarding something I can go right to it in the book and see what's behind it and what it does when your create it."Dummies" books are great.

The Kindle version I downloaded *does NOT have an index, nor is there an efficient way to search for a specific task I want to perform*!!!Without an index I'm wasting a lot of time trying to find basic

info, such as how to keep a row that identifies the content of each column visible on screen no matter how far down I'm working.I really can't evaluate the content since I haven't yet found what I need.

I had a class in this a few years ago and had to use it again recently in a job. It had been so long that I had forgotten most of it, so I purchased this book. If this is written for dummies.....they must be pretty smart ones! I thought once I looked at it, what I learned in the class would come back to me. Boy was I wrong. It didn't look remotely like anything I had remembered from the class. I found this very hard to follow and the author seemed to leave out a lot of the fine details (probably assuming it was something the reader already knew). That made it even harder to figure out. This definitely isn't for the beginner, by any means. I ended up giving it away.

Great beginner book for those smart minded computer whizzes. I actually bought this book for my assistant to get familiar with Access. We currently use Excel but due to our many reports, excel is too manual. So far the book has proven worthy and I am glad I chose it.

The book is very informative. Microsoft Access has always been difficult for me to grasp, but this book makes it easy for me to learn Access 2010. I don't feel like a DUMMY!..... The author is also very humorous. I enjoy reading the book.

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