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## Simnet access exam answers

Multiple choice test (See related pages) The correct answer to each question is indicated by a . Page 2 Creating and Using QueriesAfter completing this chapter, you can: Check to understand the tests available in the drop-down menu. Questions on page 3 Check to understand available in the drop-down menu. On this 4 access page by creating advanced forms After completing this chapter, you can: Check to understand the tests available in the drop-down menu. Page 5Microsoft Office 2013: In practice it was written to meet the diverse needs of students and instructors. The approach focuses on presenting Office themes in a logical and structured way, teaching concepts in a way that reinforces learning with practical projects that are transferable, relevant and engaging. In practice it provides a new and new approach to an Office application course. Topics integrate seamlessly with SIMnet with 1:1 content to help students practice and master concepts and skills using SIMnet's interactive learning philosophy. SIMnet projects allow students to practice their skills and receive immediate feedback. This integration with SIMnet meets the diverse needs of students and accommodates individual learning styles. (4.0K) Microsoft Office 2013: In Practice was written to meet the diverse needs of students and instructors. The approach focuses on presenting Office themes in a logical and structured way, teaching concepts in a way that reinforces learning with practical projects that are transferable, relevant and engaging. In practice it provides a new and new approach to an Office application course. Topics integrate seamlessly with SIMnet with 1.1 content to help students practice and master concepts and skills using SIMnet's interactive learning philosophy. SIMnet projects allow students to practice their skills and receive immediate feedback. This integration with SIMnet meets the diverse needs of students and accommodates individual learning styles. (4.0K) 1 Exam Review - Consultations & MORE! Access SimNet Exam Access Exam Final Exam 2 Access the SimNet Exam Take the SimNet Access Class! 3 Access SimNet exam tips: Read carefully Some buttons show how groups compressed on tape! Some tips and tips you see in Access may not be visible on SimNet! Some questions require several steps! If he says to get into something and save it; Make sure you click Save! If it says to create a query and run it; Make sure you click run! Meet Views! What view are you in? You have 5 attempts for each question! 4 Analysis of the following access case exam! 5 queries! Simple exact matching not exact match &gt;,&gt;=, &lt;, &lt;=, = E between dates before a calculated date field – aggregate functions of simple mathematical aggregate functions – Match list of grouped patterns of values not list of combination values and/ or calculated field – conditional conditional Parameter to return ALL Crosstab Find duplicates Find unmatched high-value questions 6 - Simple (Tutorial 1 - PAGE AC 28) How to create? Query wizard How to enter criteria? Criteria N/A Example: Questions N/A 7 - Exact Match (Tutorial 3 - PAGE AC 132) How to Create? Query design How to enter criteria? Exact text in the criteria line. Text field in quotation marks. Criteria Example: Holland 8 Queries - Non-Exact Match (Tutorial 3 - PAGE AC 132) How to Create? Query design How to enter criteria? Place No in front of the exact text on the criteria line. Text field in quotation marks. Criteria Example: No Holland 9 Queries - Comparison Operators &lt;&gt;;, &gt;=, = (Tutorial 3 - Page AC 139) How to Create? Query design How to enter criteria? Use the correct comparison operator followed by value criteria Example: &gt;=25000 10 Queries - Multiple Selection Criteria - E (Tutorial 3 - Page AC 142) How to Create? Query design How to enter criteria? Both criteria in the same criteria line. Example criteria: &gt;=25000 and Lansing Both in the same criteria line. 11 Queries - Multiple Selection Criteria - OR (Tutorial 3 - Page AC 144) How to Create? Query design How to enter criteria? A criterion in the Criteria line; the other on the Or line. Example criteria: &gt;=25000 OR Lansing &gt;=25000 in the Lansing line criteria on Or line 12 Queries – Between dates (Tutorial 3 - PAGE AC 144) How to Create? Query design How to enter criteria? Between #date# and #date# Criteria Example: Between #11/1/2011# and #12/31/2011# 13 Queries - Before a How to Create Date? Query design How to enter criteria? &lt;, #date# Criteria Example: &lt; #12/31/2011# 14 Queries – After a date how to create? Query project How to enter criteria? &gt;, #date# Criteria Example: &gt; #12/31/2011# 15 Queries - Calculated Fields - Simple Mathematics (Tutorial 3 - Page AC 147) How to Create? Query design How to name the calculated field? Name: before the Formula Simple Mathematical Formula: [InvoiceAmt] \* .03 [Rate]/[NumberPeople] NOTE: Field names in [] 16 Queries - Aggregate Functions (Tutorial 3 - Page AC 152) How to Create? Query design How to insert aggregate functions? Add the total line. Select the Aggregate function for fields. 17 Queries - AggregateD Functions - Grouped (Tutorial 3 - PAGE AC 154) How to Create? Query design How to insert aggregate functions? Add the total line. Select the Aggregate function for fields. How do I group Aggregate Functions? Add a field to the Group by. Select Group by total line. 18 Queries - Standard game (Tutorial 5 - AC Page 221) How to Create? Query design How to enter criteria? Start with like. Then inside put text and wildcard combination. Example Criteria: How 616\* 19 Queries - Games Standard (Continued) Wild Cards What are the wildcard options? What does that mean? Any string (numbers or letters) What do you do? Mean? What does that mean? Any Any character (number or letter) Any single digit (numbers only) 20 Queries – Standard Game (Continued) Wild Card – Examples East Grand River Grand Haven Grand Ledge \*Grand West Grand (Ends with Grand) Grand\* \*Grand Haven, Grand Ledge, &amp; Grand Rapids (Starts with Grand) All! (Great anywhere in the field) Grand Rapids Sound Grand Aisle West Grand 21 Queries - List of Values (Tutorial 5 - Page AC 224) How to Create? Query design How to enter criteria? Start with In. Then inside () place each value separated by anglers. Example Criteria: In (Holland, Rockford, Saugatuck) 22 Queries - No List of Values (Tutorial 5 - PAGE AC 225) How to Create? Query design How to enter criteria? Put NO in front of In. Inside () place each value separated by cyclades. Example Criteria: Not In (Holland, Rockford, Saugatuck) 23 Queries - Combination and/Or How to Create? Query design How to enter criteria? Or Criteria is placed as the Value List. And the criteria go in the same line of criteria. Example Criteria: In (France, Italy) And In (1700, 2000) 24 Consultations – Combination and / Or (Continued) Examples: Country could be France or Italy And the rate can be 1700 or 2000. Country France Italy England France Criteria: Or: 1 &amp; 2 Rate 2000 1700 5000 Rec# 1 2 3 4 In (France, Italy) In (1700, 2000) Criteria: Or: France Italy 1700 2000 NONE! Because? 25 Consultations - Combination and / Or (Continued) Examples: The rate may be less than 2000 or the country may be France and the rate may be less than 4000 WORK IN THIS! Country France Italy England France Criteria: Or: 1 &amp; 2 Rate 2000 1700 5000 Rec# 1 2 3 4 In (France, Italy) In (1700, 2000) Criteria: Or: France Italy 1700 2000 NONE! Because? 26 Queries - Calculated Fields - Conditional (Tutorial 5 - PAGE AC 229) How to Create? Query design How to name the calculated field? Name: before the Immediate Formula If (Conditional) If (expression, true, false) IsNull (Is blank) Concatenate (Combine) IsNull (expression) &amp; 27 Queries - Parameter (Tutorial 5 - Page AC 233) How to Create? Query design How to enter criteria? [Question: Square parentheses placed around the question criterion Example: [Enter the country] 28 Queries - Parameter to return ALL if blank (Tutorial 5 - PAGE AC 236) How to Create? Query design How to enter criteria? Use Pattern Match with [Stimulus Question] and wildcard after what is typed Criteria Example: How to [Enter the country] &amp; \* 29 Queries – Crosstab (Tutorial 5 - PAGE AC 242) How to Create? Query wizard notes: Read the wizard warnings carefully! Look at the look in Sample box to see the query as you build it Review how to change column titles! (AC245) 30 Queries - Find Duplicates (Tutorial 5 - PAGE AC 246) How to Create? Assistant How to get in? Which fields contain duplicates: duplicates: at least 2 fields - fields that can contain duplicate information What other fields to display: Type any other fields you want displayed in addition to duplicates NOTE: Read the wizard instructions carefully! 31 Queries - Find Unmatched (Tutorial 5 - AC Page 247) How to Create? Query assistant How to sign in? Question 3: Click on the common field in each of the 2 tables (or queries), then click on the central match symbol The matching fields should read: field1 field2 NOTES: Read the instructions in the wizard carefully! 32 Queries - Top Value (Tutorial 5 - Page AC 250) How to Create? Query design How to enter the top value? Use the Return box in the Query Configuration Group (ribbon button) Options of higher value Some predefined percentages or number of records. OR Enter a percentage or number of records. KEY ITEM You must sort the records by the field first. 33 More than queries! Review this! 34 Learn how to do the following: Create Custom Forms &amp; Reports Data Validation Rules – where and how to sign in and how to test Field Validation Rules Vs. Table Validation Rules Establish &amp; Understand Table Relationships Enforce Referential Integrity Cascading Update Related Fields 35 Learn how to do the following: Compact file maintenance and repair backup views in what view I'm in? Where do I need to be? Queries! Practice! Practice! Practice! 36 Access Case Exam Tips: Read Carefully Learn how to enter all fields in a 1-step query Make sure the criteria are entered ACCURATE! (&gt; or &gt;=) Beware of typos! Add only requested fields to a query! Add the requested field in the specified request for queries! Queries! Practice! Know all the questions and other items in this power point! 37 Final Exam Do (1)Final Exam Concepts Review Lesson (2) Final Exam Excel/Access Review Lesson 38 Final Exam Is Also Still Available: Excel SimNet Essential Computer Lesson Lesson 1 Essential Sciences Lesson 2 (Essential Computing Classes May Not Be As Useful, Since Multiple Choice Questions) 39 Final Exam: SimNet Exam Tips: Read Carefully Be Aware of Compressed Groups! Some tips may not be visible! Review all tape guides for both software products! Some questions require several steps! Make sure you know if you're in Access or Excel! Concepts question multiple choice - with 1 attempt. 5 attempts per question on Access and Excel issues! Questions!