Access 2010 essentials essays example

An auto numbered primary key does not give an accurate count of records since it acts as a counter. This makes it increment records hence may not give accurate values. The access database uses different data types. These are date time, auto number, OLE object, text, Yes/No and number data types. The date time data type allows for calculations based on time. The auto number data type generates primary key values. The OLE object data type allows one to store complex data. On the other hand, the text data type stores both text and number while Yes/No uses a checkbox that accepts one option from many values that can be selected. The number data type uses addition, subtraction and other quantitative manipulations.

Despite these data types being useful, a date time data type would be the most appropriate for the budget field in a tracking database. Apart from the data types, the database stores other numeric data. These include character, integer and alpha numeric. On the other side, a calculated field is a field that performs calculations based on one's data. One clicks and selects the design view and navigates to the field where the value is to be calculated. This invokes the expression builder where respective signs are in between the bracket signs, and at the end clicking the Ok button to complete the process. A lookup filed utilizes the column to query information from multiple fields. This process has options through the drop down list and a text box. In this, one can select an option based on a preference.