Microsoft Access 2007 Mini-Series: Queries Course Outline

Section 1 - Query Basics

Queries
Types of Queries
Naming Conventions
Duplicates Queries
Select Queries
Saving, Running and Updating
Queries
Or Statements
And Statements
Is Null Criteria
Ranges

Section 2 - Parameter Queries

Creating Parameter Queries
Operands and Key Words
Query Dates with Between Operator
Calculations in Queries
Adding Calculated Fields

Section 3 - Action Queries

Make Table Queries Delete Queries Append Queries Update Queries

Section 4 - Crosstab Queries

Creating Crosstab Queries Crosstabs in Design View Editing Crosstab Queries