Manipulation in objects  
The Northwind sample database (Northwind.mdb) is included with all versions of Access. It provides data you can experiment with and database objects that demonstrate features you might want to implement in your own databases. Using Northwind, you can become familiar with how a relational database is structured and how the database objects work together to help you enter, store, manipulate, and print your data.

It contains the following detailed information:

* Suppliers/Vendors of Northwind – who supply to the company.
* Customers of Northwind – who buy from Northwind
* Employee details of Northwind traders – who work for Northwind
* The product information – the products that Northwind trades in
* The inventory details – the details of the inventory held by Northwind traders.
* The shippers – details of the shippers who ship the products from the traders to the end-customers
* PO transactions i.e. Purchase Order transactions – details of the transactions taking place between vendors & the company.
* Sales Order transaction – details of the transactions taking place between the customers & the company.
* Inventory transactions – details of the transactions taking place in the inventory
* Invoices – details of the invoice raised against the order.

### Business services

Each table (which is sometimes called a *relation*) contains one or more data categories in columns. Each row contains a unique instance of data for the categories defined by the columns. For example, a typical business order entry database would include a table that described a customer with columns for name, address, phone number, and so forth. Another table would describe an order: product, customer, date, sales price, and so forth. A user of the database could obtain a *view* of the database that fitted the user's needs. For example, a branch office manager might like a view or report on all customers that have bought products after a certain date. A financial services manager in the same company could, from the same tables, obtain a report on accounts that needed to be paid.

# Constraints

When creating a relational database, you can define the *domain* of possible values in a data column and further *constraints* that may apply to that data value. For example, a domain of possible customers could allow up to ten possible customer names but be constrained in one table to allowing only three of these customer names to be specifiable.

The definition of a relational database results in a table of metadata or formal descriptions of the tables, columns, domains, and constraints.