

The following table shows the placeholders and special characters that can be used and what they mean. I've provided this information as a resource with this lecture for reference purposes.

Character	Description
0	A required digit (0 to 9).
9	An optional digit (0 to 9).
#	An optional digit, a space, a plus sign (+) or minus sign (-). If skipped, Access enters a blank space.
L	A required letter.
?	An optional letter.
A	A required letter or digit.
a	An optional letter or digit.
&	A required character of any type (including letters, numbers, punctuation, or a space).
C	An optional character of any type.

This table lists the special characters you can use in an input mask:

Character	Description
!	Causes Access to fill the mask from left to right when you type the characters. (This is the default setting and the character is not required.)
>	Converts all characters that follow to uppercase.
<	Converts all characters that follow to lowercase.
\	Indicates that the character immediately following should be treated as a literal.
Password	Creates a password entry box. Any character you type is stored as the character but displayed as an asterisk (*).