

Students Records

Modifying Database Fields

Lesson 32



Score

Activity 103

Directions:

1. Launch MaxData.
2. Open the **School Records** database.
3. Add the following fields:

ADDRESS (text)
PARENT/GUARDIAN (text)
SCHOLAR (text)



4. Add at least 15 records (pupils/students).
5. Save the database as **Students Records**.

Preview

MaxData - SCHOOL RECORDS - Microsoft Excel						
Home Filters and Reports						
Image	STUDENT ID	FIRST NAME	LAST NAME	MIDDLE NAME	GENDER	
	001	Matt	Reyes	Lopez	Male	
	002	Rico	Blanco	Garcia	Male	
	003	William	Lapus	Gomez	Male	
	004	Riza	Smith	Santos	Male	
	005	Jerome	Jungco	Bautista	Male	