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## Younglings Student Management System

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- A **Table** is an object which represents the data in rows and columns, rather like a spreadsheet. For this reason, when you view a table in an *Access* database, you are in what *Access* refers to as a *Datasheet View*. You will learn about Tables in this lesson.
- A **Query** is an object which makes a request to the database to find some set of data that is stored in the database. You will learn about queries in Lesson 8.
- A **Form** is an object which gives the user another view of the data in the database. Whereas a Table allows the user to view multiples records at once, a Form displays the contents of just one record at a time. You will learn about Forms in this lesson, too.
- A **Report** is an object which is designed based on the data in the database and which is used to inform the user of the selected contents of the database. You will learn about reports in Lesson 8.
- A **Page** is a special type of web page designed for viewing and working with data from the Internet. This *Access* feature is beyond the scope of these tutorials.
- A **Macro** is a sequence of instructions which can be carried out with a single click of the mouse button on a button in a toolbar or by pressing a key or combination of keys on the keyboard. You may recall developing a *Word* macro in Lesson 6.
- Finally, a **Module** is a collection of programming procedures designed to give programmer control over the *Access* database look and feel.

**Figure 1. Introduction to the Access**

**Database**(<http://www.pitt.edu/~edindex/OfficeXPTutorials/Lesson7XP.pdf>).

Student Name	File As	Student Attendance	Student	Attendance Date	Status	Student	Last Name	First Name	E-mail Address	Student ID
Joshua Schell	Schell, Joshua	1	Joshua Schell	5/11/2021	Present	7	Schell	Joshua	joshua.schell@youngling	1
Luthando Valtyn	Valtyn, Luthando	2	Luthando Valtyn	5/11/2021	Present	4	Valtyn	Luthando	luthando.valtyn@youngling	2
Lwandile Ntshobane	Ntshobane, Lwandile	3	Lwandile Ntshobane	5/11/2021	Present	2	Ntshobane	Lwandile	lwandilentshobane@gmail	3
Naeem Carr	Carr, Naeem	4	Naeem Carr	5/11/2021	Present	3	Carr	Naeem	mogamatnaeemcarr@gmail	4
Russel Magaya	Magaya, Russel	5	Russel Magaya	5/11/2021	Present	5	Magaya	Russel	russel.magaya@youngling	5
Yves Cyubahiro	Cyubahiro, Yves	6	Yves Cyubahiro	5/11/2021	Present	6	Cyubahiro	Yves	cyubahiroyves16@gmail	6
		(New)				(New)				

**Figure 2. Younglings Access Database showing the details of students including their attendance.**