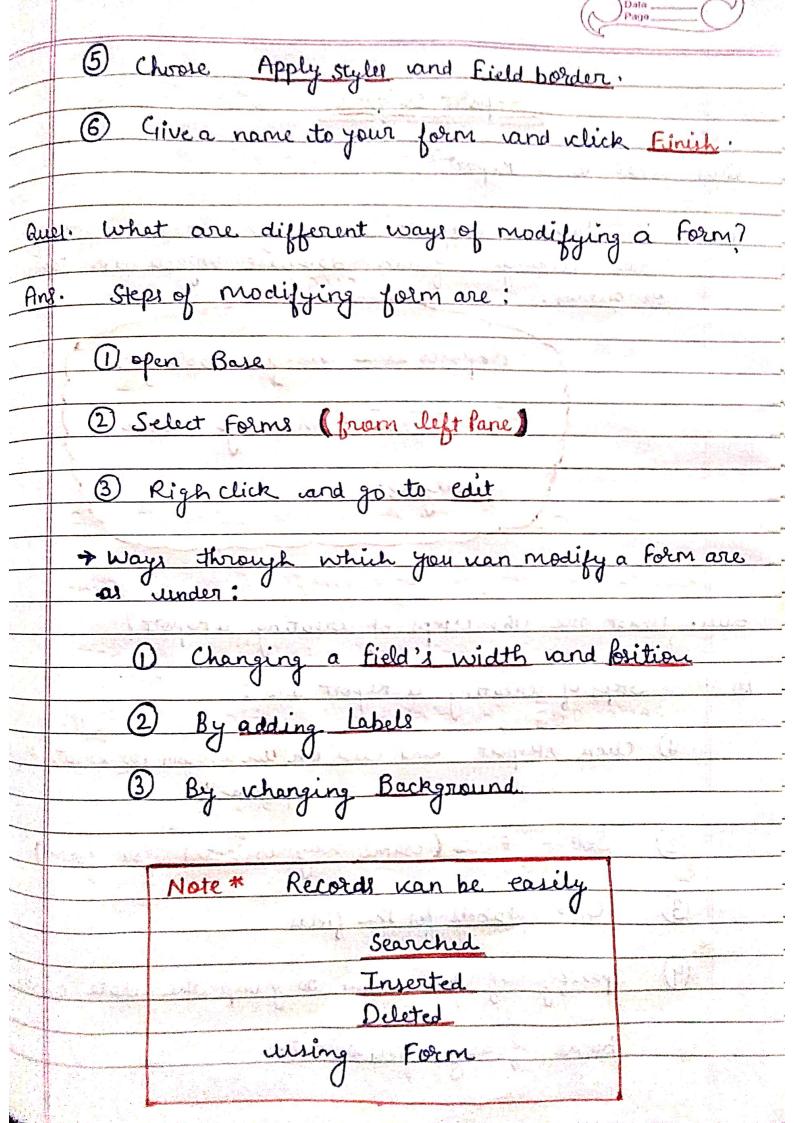
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	the tables of the database.
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	would not been wound would be written dies
Que	what are the isteps of wreating a form?
Ane.	Steps are las under:
	- arrange of the attack and a sent was
	1 Start Base and open the database.
	2 Click forms and which we wigard to Create form option.
	Form option.
	(3) Select tables and fields to be simcluded in the
	3 Select stables and fields to be simcluded in the form. and click Nort
	4 Choose arrangement of the Form
1	Low comments



Report Wigard

Qu	4.	What	is	a	Re	port	2
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Ans. A database veport is the formatted vesult of data coming from database objects like tables or queries.

Reports are useful itools for decision - making and -

Aug. What are the esteps of wreating a Report?

And Steps of wreating a Report are:

- O click Report and clik on use wizard its wreate Report option
- 2) Select fields (esame way eselected for form)
- 3) Give labels for the fields
- (9) Sperify if you want to group the date on the basis of any field or not.

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