

OFFICIAL TRANSCRIPT

This transcript provides a brief summary of the content covered in modules offered in the course.

Robert Graham Mannerings

has successfully completed the following modules of the course entitled

Microsoft Access Databases Forms and Reports

- 01 Autoforms
- 02 Form Wizard
- 03 Changing a form with design view
- 04 Adding controls to your form
- 05 Subforms
- 06 Using Autoreport to create a report
- 07 Using the Report Wizard to create a report
- 08 Changing a report in design view
- 09 Adding Calculations to your report
- 10 Adding Groups, Sorts and Totals to reports
- 11 Making labels with the Label Wizard
- 12 Form and Report Properties
- 13 Exporting a report to Excel
- 14 Creating a menu with the Switchboard Manager
- 15 Finalizing the Application

Score: **Pass**

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Beverley Patricia
Director of Studies



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