## CIS-62 — MICROSOFT ACCESS

### About This Course

3.00 units

Prerequisite: None.

Description: Provides a comprehensive introduction to the implementation of database management systems using Microsoft Access. Hands-on experience in modeling work problems and transforming them to a relational data model. Students will design data tables to efficiently store data. Students will be shown techniques for entering, changing, and deleting data using datasheets and forms. Students will learn to filter and modify data using queries and to output data using both forms and reports. Access macros will be applied to forms and reports. Students will be presented with database projects to reinforce lectures. 54 hours lecture and 18 hours laboratory. (TBA option)(Same as CSC-62.) (Letter grade only.)