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INFORMATION TECHNOLOGY FOR CLASS 10

(Study material Based on N.C.E.R.T)

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UNIT 7: DATABASE DEVELOPMENT (BASIC)

CREATE A TABLE IN DATABASE

Tables are the basic building blocks of a database. You store the data in the database in the form of tables. In the previous chapter you have learnt how to create database objects in Open Office.

In this chapter you will learn how to create a table in a database. After creating the database, you see a window as shown below.

When you create an Access database, you store your data in tables—subject-based lists that contain rows and columns. For instance, you can create a Contacts table to store a list of names, addresses, and telephone numbers, or a Products table to store information about products. This article explains how to create a table, add fields to a table, set a table's primary key, and how to set field and table properties.

Before you create tables and add fields, make sure you understand the background concepts. For more information

Creating a table	Setting a primary key	Adding fields
Creating in a new database	Determine fields to use	Add by entering data
Create in an existing database	Set or change a primary key	Add by using a field template
Importing or linking	Remove a primary key	Setting field properties
Use external data		Set in datasheet view
Use a SharePoint		Rename a field
Use a web service		Change a Data type
Set a table's properties		Change a format
Save a table		Set other properties, set properties in Design view, Change a data type, set other properties

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