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SARDAR PATEL UNIVERSITY
External Examination
B. A. – Fourth Semester (CBCS)
UA04ACOM08: Business Data Processing
21st April, Thursday, 2016

Time: 02:30pm to 04:00pm

Total Marks: 35

Q-1 Select an appropriate option.

05

- 1 The columns in a Microsoft Access table called _____.
(a) Rows (b) Records (c) Fields (d) Columns
- 2 To create queries in Access _____.
(a) You can drag and drop fields on query builders
(b) You can type the SQL command in SQL view
(c) You can use query wizard or design view
(d) All of above
- 3 In one-to-many relationship the table in 'one' side is called _____ and on 'many' side is called _____.
(a) Child, Parent (b) Parent, Child
(c) Brother, Sister (d) Father, Son
- 4 A _____ enables you to view data from a table base on a specific criterion.
(a) Form (b) Query (c) Macro (d) Report
- 5 What is the maximum length of a text field?
(a) 120 (b) 255 (c) 265 (d) 75

Q-2 Answer the following questions. (Any **THREE**)

06

- 1 Differentiate between Primary table and Detail table.
- 2 What is primary key? What is use of it?
- 3 What is query? Explain with example.
- 4 Define relationship.
- 5 List some advantages of MS Access.

Q-3

- (a) List and explain functions of MS Access in detail. 06
 - (b) Explain steps to design a form in MS Access with its component. 06
- OR**
- (b) What is Report? Explain with types of Report. 06

Q-4

- (a) What is Normalization? Explain types of Relationship with example. 06
 - (b) Write steps to create a query in MS Access with different parameters. 06
- OR**
- (b) Explain indexing with its advantages. 06