

ICT Database Essentials

Lesson 3 Quiz

Circle the correct response for each question.

1. How is each record in a database identified?
 - a. By the record's foreign key.
 - b. By the record's primary key.
 - c. By the number in the ID column.
 - d. By the value contained in the first data column for the record.
2. Which operation would you perform to change your age from 11 to 12 in a database field?
 - a. Add a record.
 - b. Sort a record.
 - c. Delete a record.
 - d. Update a record.
3. Which operation would you perform to insert information into a database table for a new student in your class?
 - a. Add a record.
 - b. Sort a record.
 - c. Delete a record.
 - d. Update a record.
4. Which operation would you perform to remove information from a database table for a student who leaves your class?
 - a. Add a record.
 - b. Sort a record.
 - c. Delete a record.
 - d. Update a record.

5. What should you do if you want to view database records in alphabetical order by last name?
 - a. Sort the records in the database by the Last Name field.
 - b. Create another table and add records in the desired order.
 - c. Sort the records in the database by the First Name field.
 - d. Update the Last Name field for each record in the database to reflect the desired order.

6. What happens to the unique ID field when a record is deleted?
 - a. The ID is deleted.
 - b. The ID remains.
 - c. You cannot delete a record once it has an ID.
 - d. The ID is reassigned to a new record.

7. What View allows you to make changes to the database?
 - a. Table View
 - b. Form View
 - c. Layout View
 - d. Design View

8. What information is considered when naming a database table?
 - a. The information the table will contain.
 - b. The purpose of the table.
 - c. The order of the table.
 - d. The name of the database.

9. After starting Access, what operations would you perform to create a new Blank Database?
 - a. Click New, Blank Desktop Database
 - b. Click Create
 - c. Click New Template
 - d. Click Start Blank Database

10. What operations would you perform to name a database?
 - a. Click save.
 - b. Click File, name, type the name and save.
 - c. Click File, close and save.
 - d. Type the name in the File Name Box.

11. Why is the text data type for the appropriate for the StudentName field?
 - a. It has numeric data.
 - b. The field is alphanumeric with less than 255 characters.
 - c. The field is alphanumeric with more than 255 characters.
 - d. It has large text.

12. Why is the number data type appropriate for the Siblings field?
 - a. It has numbers with decimal places.
 - b. It has unique sequential numbers.
 - c. It has numbers and characters.
 - d. It has numeric data.

13. How are the record relationships preserved once a record is deleted?
 - a. The unique ID values of the other records remain the same.
 - b. The unique ID values of the other records change.
 - c. You cannot delete the record.
 - d. The records change.

14. What operations would you perform to delete a record?
 - a. Select the entire record, right click the record, and select Delete Record.
 - b. Delete the record name.
 - c. Select the name, right click and select delete.
 - d. You cannot delete a record once it has an unique ID.

15. What operations would you perform to add a record?
 - a. From File, click Create, Record, enter the appropriate information and save.
 - b. From File, click new record type in the information and save.
 - c. In the Datasheet View, enter the appropriate information for each field in the row of the table.
 - d. From the Design View, click add, new record, enter the appropriate information and save.