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Roger Jenningsthoroughly explores Access 2013's most popular and powerful features, focusing especially on tools for efficiently performing complex tasks, and on Access's most significant new improvements. Jennings has added completely new chapters on integration and collaboration with Microsoft SharePoint, and emulating Table Triggers with Access Data Macros.

His detailed, step-by-step instructions guide you through essential tasks such as table design, data addition, importing data from external sources, query design and execution, and designing data entry forms and printed reports. You'll also find practical chapters on advanced form and report design, emphasizing data-entry efficiency and presentation clarity.

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