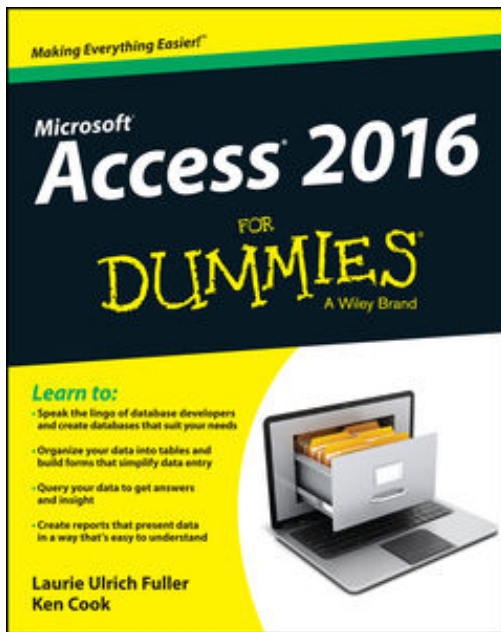


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This expanded and updated edition of *Access For Dummies* covers all of the latest information and features to help data newcomers better understand Access' role in the world of data analysis and data science. Inside, you'll get a crash course on how databases work—and how to build one from the ground up. Plus, you'll find step-by-step guidance on how to structure data to make it useful, manipulate, edit, and import data into your database, write and execute queries to gain insight from your data, and report data in elegant ways.

Speak the lingo of database builders and create databases that suit your needs Organize your data into tables and build forms that ease data entry Query your data to get answers right Create reports that tell the story of your data findings

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