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En este manual dedicado a Access 2010, el reconocido programa de creación y gestión de bases de datos de la suite de programas Office 2010, se estudia en profundidad el uso de prácticamente todas las posibilidades que ofrece esta aplicación para añadir y combinar distintos tipos de datos para crear formularios, informes, consultas, interrelacionar la información que se ha ido almacenando y construir bases de datos atractivas y profesionales. Mediante sencillos y a la vez elaborados ejemplos que el alumno desarrollará de principio a fin, se describen detalladamente las herramientas y funcionalidades del programa.

La versión más reciente de Access presenta pocas pero cuantiosas novedades, y muchas mejoras, logrando con ellas que el usuario poco conocedor de la aplicación advierta una mayor facilidad y profesionalidad en su trabajo, gracias a los múltiples asistentes y a la distribución de herramientas y comandos. Dentro de las novedades más ingeniosas que ofrece esta aplicación se encuentra la vista Backstage, común a todos los programas de la suite de Office. Además, se ofrecen múltiples ventajas, como la importación de los datos trabajados en otras bases de datos, o exportar la información a otros programas ajenos a la suite. La posibilidad de incorporar temas, fondos, imágenes para dar un aspecto mucho más profesional, así como la opción de crear una base de datos predeterminada o personalizada del modo más sencillo y con los mejores resultados hacen de ésta, una buenísima y útil actualización.

Garantizamos que si el lector realiza correctamente todos los ejercicios que componen los 10 apartados de este volumen se convertirá en un experto en la creación, gestión y manipulación de las bases de datos de Access 2010 y podrá aplicar los nuevos conocimientos adquiridos sobre sus propias creaciones, aprovechando así al máximo las utilidades que ofrece el programa.

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