



**Index Computers**  
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# Access 2013

## Level 2

### Relational Databases

Database normalization  
Table relationships  
Referential integrity

### Related Tables

Creating lookup fields  
Modifying lookup fields  
Subdatasheets

### Complex Queries

Joining tables in queries  
Using calculated fields  
Summarizing and grouping values

### Advanced Form Design

Adding unbound controls  
Graphics  
Adding calculated values  
Adding combo boxes  
Advanced form types

### Reports and Printing

Report formatting  
Calculated values and subreports  
Printing  
Label printing

### Charts

Charts in forms  
Charts in reports