Access 2003 for Starters: The Missing Manual: Exactly What You Need to Get Started

By Kate J. Chase, Scott Palmer

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Maybe you got Access as part of Microsoft Office and wonder what it can do for you and your household; maybe you're a small business manager and don't have a techie on staff to train the office in Microsoft Access. Regardless, you want to quickly get your feet wet--but not get in over your head--and *Access 2003 for Starters: The Missing Manual* is the book to make it happen.

Far more than a skimpy introduction but much less daunting than a weighty tech book, *Access 2003 for Starters: The Missing Manual* demystifies databases and explains how to design and create them with ease. It delivers everything you need--and nothing you don't--to use Access right away. It's your expert guide to the Access features that are most vital and most useful, and it's your trusted advisor on the more in-depth features that are best saved for developers and programmers.

Access is sophisticated and powerful enough for professional developers but easy and practical enough for everyday users like you. This Missing Manual explains all the major features of Access 2003, including designing and creating databases, organizing and filtering information, and generating effective forms and reports.

Bestselling authors, database designers, and programmers Scott Palmer, Ph.D., and Kate Chase are your guides for putting the world's most popular desktop data management program to work. Their clear explanations, step-by-step instructions, plenty of illustrations, and timesaving advice help you get up to speed quickly and painlessly.

Whether you're just starting out or you know you've been avoiding aspects of the program and missing out on much of what it can do, this friendly, witty book will gently immerse you in Microsoft Access. Keep it handy, as you'll undoubtedly refer to it again and again.

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Editorial Review

About the Author

Kate J. Chase is a Microsoft MVP in Office Systems as well as the author/co-author or editor of more than 30 technical reference books, including several books and training modules devoted to Office products. She has developed and managed vibrant online support communities for industry leaders like America Online, The Microsoft Network, and ZDnet. In addition, she frequently uses the tools in Office to work collaboratively with partners throughout the US and the world.

Scott Palmer, Ph.D., has done database design and programming since 1985. He is the author of 21 books, including three best-sellers. He was computer columnist for The Washington DC Business Journal and has written for The Wall Street Journal, Federal Computer Week, InfoWorld, PC World, Cato Policy Report, Reason Magazine, and many other publications. He studied at Indiana University, the State University of New York, and the University of London. He is a member of the Mathematical Association of America and the American Economic Association.

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