

Student Name _____ Period _____ Date _____

INDEPENDENT PRACTICE: FORMS

Directions: In this activity, **you will work independently** to create a database form and add entries.

1. Open the Customers table from the United Grocers database that has been sent to you electronically by your teacher.
2. Save the database to your files.
3. Create a form using all fields in the customers table
4. Set the Store ID as the primary key
5. Make any design changes you wish, but make sure all data is aligned to the left
6. Save the form as **Customers**
7. Add the following records using the form just created and then save and submit according to teacher directions

Food Lion	510895	893 Crab Road	Nebo	NC	38495	Wang, Carla	(564) 909-3999
Food Lion	510899	98 Shrimper's Way	Whiteville	NC	28445	Cress, Dan	(838) 485-2312
Food Lion	510928	873 Grouper Street	Charlotte	NC	28577	Munch, Bob	(343) 432-8452
Harris Teeter	510999	321 Sand Dollar Way	Kitty Hawk	NC	28384	Kirk, Donna	(343) 444-2342