

Lesson 2 Relationships and Forms

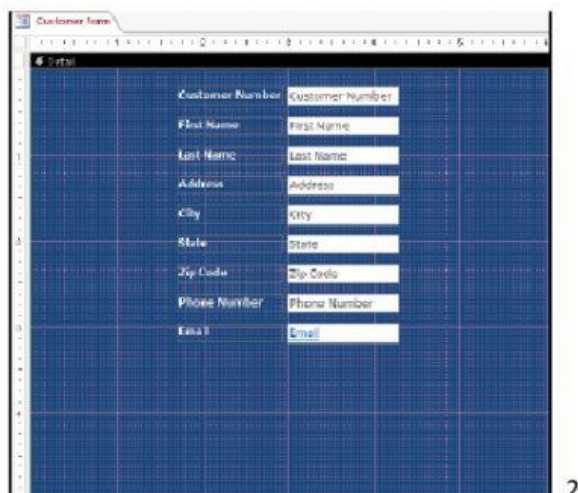
There are many different ways to develop forms when you have relationships among different tables established. The following are some popular design techniques.

Creating a Form for Two Table Relationship

The following is an example of how to develop a form for a two table relationship. For example, you may need multiple table forms in the event you have a database that contains more than one table. The tables within the database are *Customer Information and Purchases*.



1. Create a form using the Form Design tool for the Customer Information table. **2**



2. On the *Design* tab, click the *More* button for additional controls.³



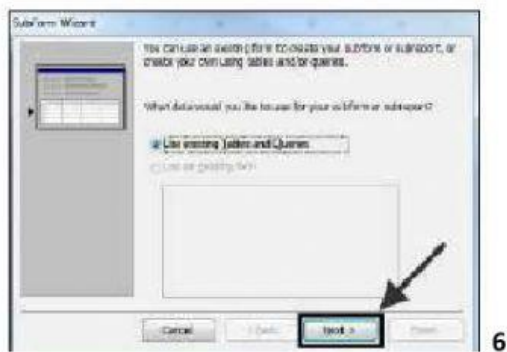
3. Click the **Subform/Subreport** button.



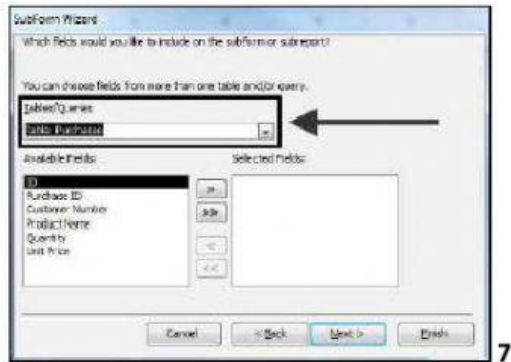
4. Draw a box on the form for the **Purchase table**.5



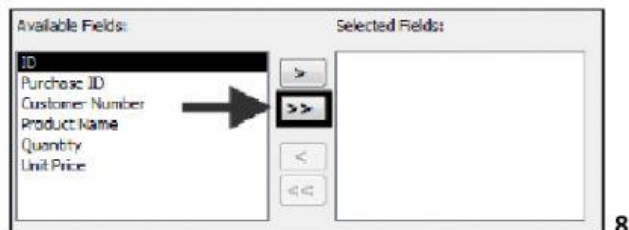
5. The **Subform Wizard** will appear. Click **Next**. 6



6. Click to select the table that you want to place on the form.7



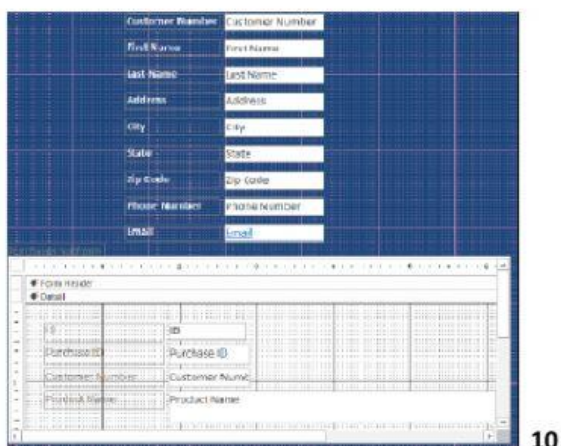
7. Click the **double-arrow** button to add all the field onto the *subform* that you are creating. 8



8. Click the **finish** button.9



9. The purchase *Subform* will appear on the **Customer information form**. 10



10

10. You may now enter data in both the *form* and the **subform**.. 11

The screenshot displays a database application interface. The top section is a form for entering customer information, with fields for Customer Number, First Name, Last Name, Address, City, State, Zip Code, Phone Number, and Email. Below this is a subform titled 'Purchases for Form' which contains a table with columns: Purchase ID, Customer No., Product Name, and Quantity. The table has three rows: the first row shows Purchase ID 1, Customer No. 32, Product Name 'Bess Chair', and Quantity 30; the second row shows Purchase ID 2, Customer No. 33, Product Name 'BESS LAMP', and Quantity 12; the third row is a new entry with Purchase ID (New), Customer No. 0, Product Name, and Quantity 0. The status bar at the bottom indicates 'Record: 0 of 2' and 'Page: 1 of 1'.

Purchase ID	Customer No.	Product Name	Quantity
1	32	Bess Chair	30
2	33	BESS LAMP	12
(New)	0		0

11

Questions

1. Explain the steps to create a form for a two table relationshi..