Lesson 3 Forms and Multi-Table Relationship

Creating a form with Tabs for a Multi-Table Relationship

The following explains how to create a form with tabs for a multi-table relationship. Forms with tabs re necessary in the event that you need to enter data into a database with multiple tables.

1. Crete the necessary tables for the database. In this example we will need tables for an insurance company database. The below picture illustrates a database that has tables for:

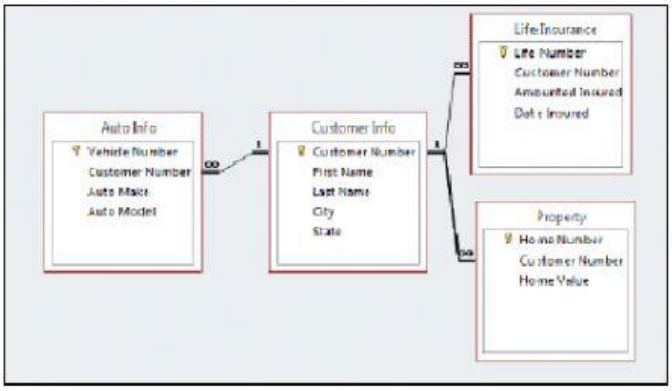
   Customer Information

   Auto Insurance

   Life Insurance

   Property Insurance.

2. Create a relationship for all of the tables in the database shows an example of relationship created for a database fir an insurance company. **2**



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3. Create forms for all of the tables **EXCEPT** *for the main table.* For example, you would create forms for**, Auto,Property, and life.**

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Create the Main Form for your **Customer info Table.**

1. Crete a form for the *Customer info* table using the **Form Design** tool.

2. Apply any color,formatting to your form.

3. On the **Design** tab,click the *Tab Control* button. **3**

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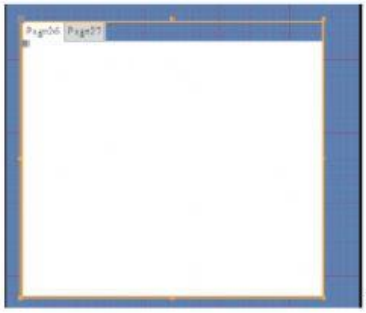
4. Draw the *Tab* Control onto the Form. 3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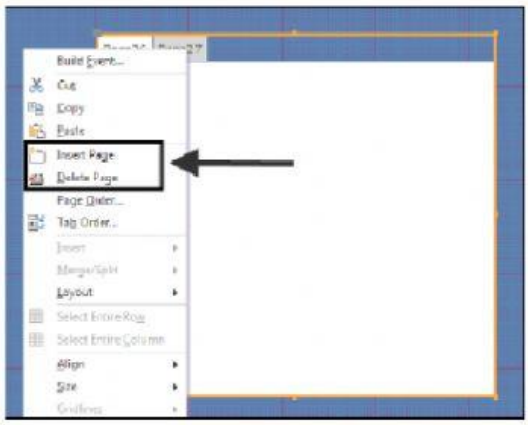
5. To add more tabs,right click over one of the tabs and click **Insert Page** from the drop-down menu. 4.

6. To delete a tab,right-click over one of the tabs and click **Delete Page** from the drop-down menu. 4



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7. To rename the tab,click to select the tab.

8. From the **Design** tab,click the **Property** Sheet. 5

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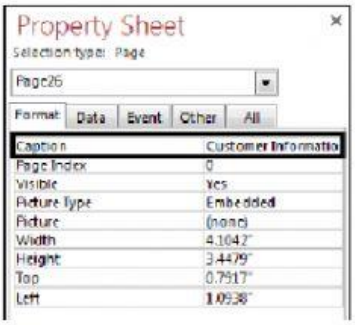
9. The *Property Sheet* will open. On the format tab in the **caption** category, enter the name of the tab. 6



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10. From the *Design* tab,click Add Editing Fields to add the fields onto the tab for this m**ain form .7**

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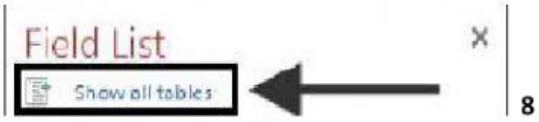
11. In the *Field* List window that appears,click **Show all tables**. 8



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12. Click the *+* for the name of the *main table* containing the fields that you want to add.For this example you would click the *+* for **Customer Info.** 9

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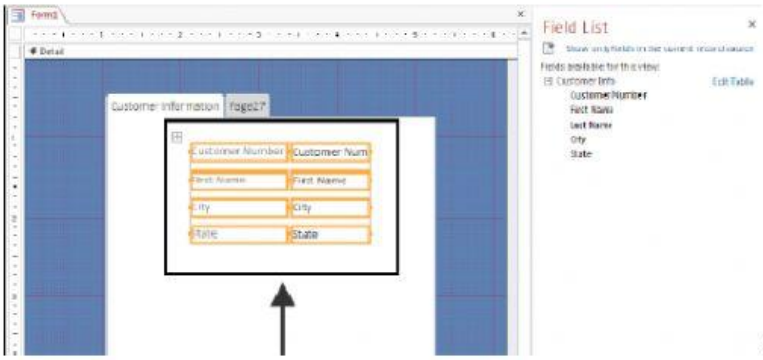
13. Drag the fields from the *Field List* onto the tab that you have selected. 10



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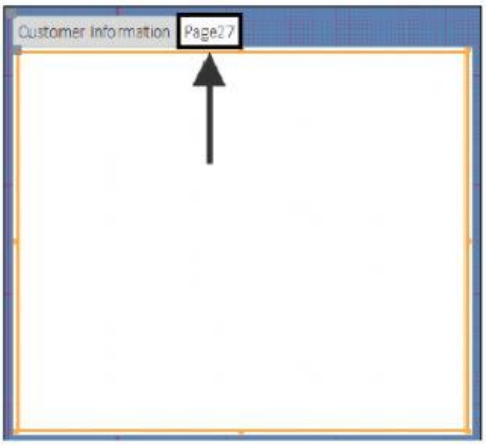
14. You are now ready to add the forms that you created earlier to the other tabs. Click to Select the tab where you want to add your form. 11



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15. From the ***Design*** tab, click **More. 12**

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16. Select the ***Subform/Subreport*** control **13**

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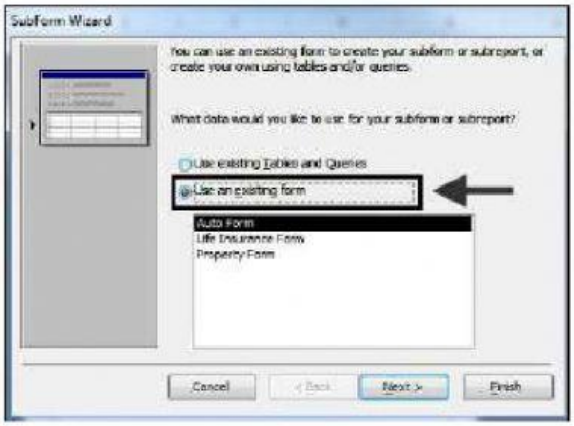
17. Draw a box on the form for the selected tab.

18. The *Subform Wizard dialog* box will appear. Select the options. Use an existing form**. 14**

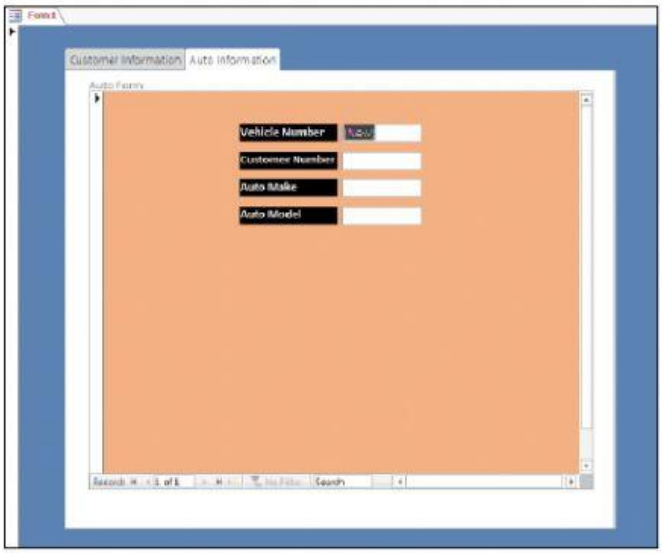
19. A list of forms in you**r database** will appear. Select the form of your *choice***.14**



14

20. Click the **Finish** button**.**

21. The *Auto Form* will be added inside the **Tab control**.Use the sizing handles around the form to adjust the size**.15**



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22 Repeat steps 14-21 to add the remaining *subforms*.

Questions

1. **Explain the step in detail to ad tabs to a multi-table relationship.**

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