

1. If you have really big tables and you only want to see a part of your data, You have to apply:

- ☐ **Sort**
- ☐ **Filter**
- ☐ **Import**

2. It is a collection of data on a computer.

- ☐ **Database**
- ☐ **Information**
- ☐ **Programs**

3. Database include one or more:

- ☐ **Tables**
- ☐ **Programs**

4. It is a program for database management:

- ☐ **Microsoft Excel**
- ☐ **Microsoft Word**
- ☐ **Microsoft Power point**

5. You can put the data in alphabetical order for text fields or start from the smallest to largest for numbers, It is mean that you apply :

- ☐ **Sort**
- ☐ **Filter**
- ☐ **Import**