



Microsoft Visual FoxPro 6/7 for Beginners Course Overview

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Course Duration:

14 Hours / 2 Days

1 Project Manager

- The Project Manager Interface

2 Creating a Database

- To Create a New Database
- Data and Field Types
- Data Type Storage Difference
- Creating Tables
- Storing and Viewing Information in Tables
- Viewing the Contents of a Table
- Adding Tables to a Database
- Removing a Table from a Database

3 Working with Tables

- Moving Around in a Table
- Editing Fields
- Adding New Records to a Table
- Deleting Records
- Customizing a Browse Window
- Modifying Tables
- Customizing Tables
- Restricting Access to Fields

4 Ordering Data Using Indexes

- Creating an Index
- Choosing an Index Type
- Ordering by Multiple Fields
- Filtering Records
- Using Indexes
- Ordering Your Records
- Controlling Entry of Duplicate

Values in a Field

5 Working with Multiple Tables

- Viewing Work Areas
- Opening a Table in a Work Area
- Closing a Table in a Work Area
- Referencing a Work Area
- Working with Table Aliases
- Setting Temporary Relationships Between Tables
- Creating Persistent Relationships
- Building Referential Integrity

6 Reports and Labels

- Designing Your Report
- Creating a Report Layout
- Creating a Mailing Label Layout
- Modifying Your Layout
- Planning Data Placement
- Report bands in the Report Designer
- Adding Report Controls
- Previewing and Printing Your Report or Label