

New & Improved Features in Access XP

New Feature	Description	How do I access it?
Undo & Redo	Access now allows you to undo and redo corrections as needed.	Click Edit, then select either Undo or Redo
Design View For Data Access Pages (IMPROVED)	Access has a new, and more stable process of creating Data Access pages. These pages not only work with Access but also with Office XP, MS Project, and MS SQL Server.	Open a new Data Access page from the Task pane. Choose a connection type, and then select the connection from the drop down menu, or pop up box.
Pivot Tables & Charts (NEW)	Now you can create Pivot Tables and Charts using data in the database.	Go to the forms area and create a new form, if you use the wizard you can select pivot table or pivot chart from the form selection.
Print a Map of Table Relationships (NEW)	Proper design of tables and the relationships between them is critical to building a good database. Access 2002 helps you evaluate your design by generating a graphical representation of table relationships in your database.	<ul style="list-style-type: none"> ✓ Click Tools, Relationships. ✓ Click File, Print Relationships. A report is generated that displays the relationships as they appear in the Relationships window. ✓ Save or print the report
Saving a Form as a Data Access Page (NEW)	Access now has created and streamlined conversion of forms to data access pages (i.e. Html pages that can access your database.) Now it is even easier to create web based data input forms for placement on the world wide web.	<ul style="list-style-type: none"> ✓ From the Forms area, right click on the form you want to convert. ✓ Select Export ✓ Select Data Access Page from the pop up window and hit OK.