



Phase 2 document (Table)
Part of Phase 3 (Headers, footers,
page numbers, ToC, Table of figures, Reference
lists,
Auto referencing, footnotes, citations) **Links to
Phase 3 documents included**
Mail Merge (with **Access Table Contact** Information)
Word Template for letter **and form**.



Yearly **Budget** (using formulae)
First Year **Student List** (Table, vlookup, text
functions to
create code, counts) **Can take data from Access**
Analysis (advanced functions if, Lookups,
statistical sum, average, mode, min, max)



Create a 3 page website
Home page (landing), **contact us**, & **products**
All links work, **Data tables come from Excel or Access**



2x Tables **Contact Information** and list of
instruments, primary key, field lengths, data types and
data validation
2x **Reports** grouped & sorted
3x **Queries** that list difference things
2x **Forms** that collect data for both tables
Menu forms

Access data tables used in Excel, HTML, PowerPoint

All examples in red are integration.