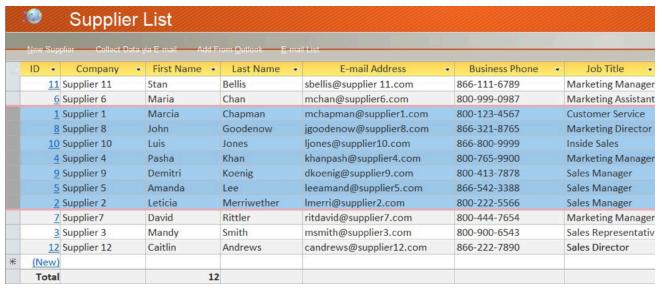
See this page in the course material.

Learning Outcomes

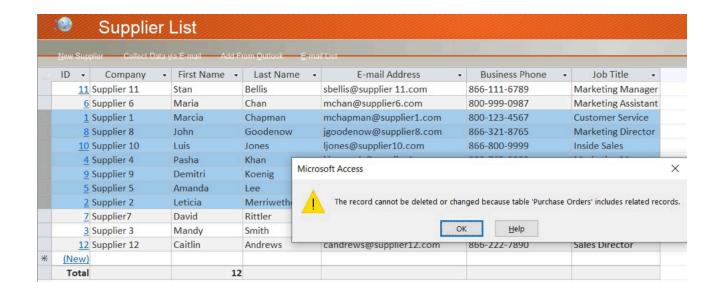
Delete records in datasheets

Deleting a record is as easy as selecting the far left field of the row and selecting "Delete." Deleting multiple contiguous records is also simple: start by selecting the first record in the list and hold down the "Shift" key while you click on the last record in the group to highlight multiple records, then hit "Delete."

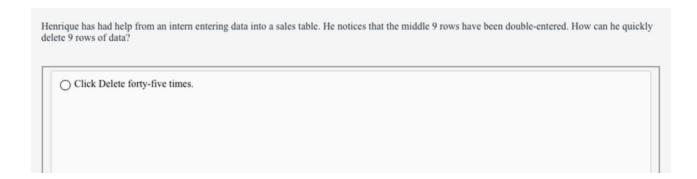
Here is an example of a multi-record selection.



If the records to be deleted are connected to other tables and records through a parent/child relationship, etc. then Access will prevent the deletion with the following error message.



Practice Question



See this interactive in the course material.

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