

## Microsoft Access - Learning Steps 1 Certificate

Moray College UHI

### Venues

Main campus

### Content

More and more jobs now require IT Skills in a wide range of areas. Having the Learning Steps qualification shows employers that you are willing to improve your IT skills.

Beginning with the basics you are gently introduced to Databases. With simple exercises to increase your confidence with the software.

Course content includes:

Create and use tables; Create and use queries to search your database; Design a simple report.

### Start Date

Flexible

### Qualification

College Cert

### Study Method

Distance and Flexible learning  
Part time (day)

### Course Length

10 weeks

### Department

Computing and IT

### Entry Requirements

No formal entry requirements

### Progression Routes

«ProgressionRoutes»

### Combination Courses

«htmlCombinationCourse»

«htmlCombinationUCASCode»

## Address

Moray Street  
Elgin  
Moray  
IV30 1JJ

## Website

[www.moray.uhi.ac.uk](http://www.moray.uhi.ac.uk)