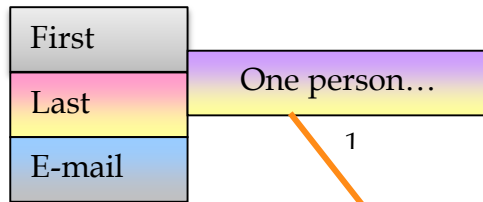


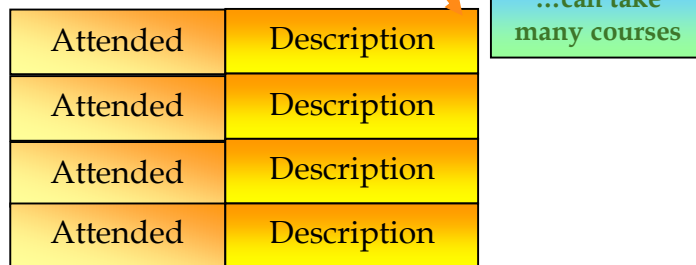
SUBFORM EXPLANATION

Some forms use fields from multiple tables. One of the most common is when there is a one-to-many relationship between the tables. For instance, a student table would have only one record for name and address and the other table could contain the courses in which the student is enrolled. A subform is a form within a form. The primary form is called the Main Form and the form within the Main Form is called the subform. In order to create this relationship, the two tables must be linked so that the subform will display only the records related to the record in the Main Form. Creating a form with a subform requires careful planning. When using a subform, the records can all be entered and/or viewed at the same time. The diagram below shows an example of the relationship and layout for the student and courses form/subform.

Students Main Form



Attendance Subform



Adapted from Microsoft Access 2000: Illustrated Series, pg. G-3