

## Libreoffice Base

Open the Database window from the main menu through application → office → Libre office base. Select the select database option in the window that opens. Press finish button of the window that opens, the window to save file will appear. Save the file with a name. Open the above saved file. It contains three panels (1) A space for selecting tables, queries, forms and reports on Database Panel. (2) A space for creating task in task panel. (3) A space for showing the products of tables, queries forms and reports on work area.

## Creating a table

Opening the Database file and select table from the database panel. Select create table in Design view from the task panel. A new window appears, in which you define the field name and field type. You defines one field as primary key, which doesn't get repeated. The value of the primary key in a record is unique. So DBMS can recognizes the records based on the primary key.