

- Have the form saved under the name “F-Clients” and click ‘Finish’.

- Look at the form in the ‘Design view’ and ‘Datasheet view’.
- Close the form.

## 5.2 Creating a form in the Design view.

You also can design the form manually. Also in this case you first have to choose a table or query on which you will base the form.

- Choose ‘Create form in Design view’.
- Click the button for the form properties.
- Select for the ‘Record Source’ the table “T-Clients”.