

CGS 1570

Chapters 12 & 13: Access

Assignment 9

Name: _____ Section (Time/Day): _____

1. Read Access Chapter 12. Pay careful attention to basic concepts including;
 - Database, field, record, table
 - Access objects: Table, Queries, Reports, Forms
 - Design vs. Datasheet views of Tables and Queries
 - Sort & Filter group on the Home Tab
 - Relational data base (definition)
 - Primary Key Field and Referential integrity

2. Read Access Chapter 13 (pp. 707-728). You will now create a database containing data relating to a college registration and grade reporting system.
 - a. Create a blank database naming it “*your name* Data Base” (e.g. “Jones Data Base”) and storing it on your media. (See Step 1 on p. 720).

 - b. Create four tables for the database as follows:

Course Table		
Course	Credits	Course Name
COP1000	2	Beginning Programming
CGS1000	2	Computer Applications
CGS1570	3	Computer Concepts
ENC1101	3	English I
COP1510	3	Programming I
COP2511	3	Programming II

<u>Field</u>	<u>Type</u>
Course	Text
Credits	Number
CourseName	Text

Primary Key is Course

Section Table					
Section	Course	Begin	End	Days	Room
1000	CGS1570	7:30:00 AM	8:45:00 AM	MW	2146
1002	COP1510	10:30:00 AM	11:45:00 AM	MW	2160
1003	CGS1570	9:00:00 AM	10:15:00 AM	MW	2146
1004	COP2511	9:00:00 AM	10:15:00 AM	TR	2146
1005	CGS1000	1:00:00 PM	2:15:00 PM	TR	2160
2000	COP2511	7:30:00 AM	8:45:00 AM	TR	2160
2001	COP1510	1:00:00 PM	2:15:00 PM	MW	2161
2003	CGS1000	2:00:00 PM	3:15:00 PM	TR	2160

<u>Field</u>	<u>Type</u>
Section	Number
Course	Text
Begin	Date/Time
End	Date/Time
Days	Text
Room	Number

Primary Key is Section

Student Table					
Student ID	Student Name	Street	City	State	ZIP
100	Que, Susy	100 17th Ave.	Pensacola	FL	32503
111	Jones, Jim	123 X St.	Pensacola	FL	32503
123	Smith, Mary	1000 Main St.	Pensacola	FL	32504
200	Blow, Joe	Box 13	Milton	FL	32544
300	Spade, Sam	1500 9th St.	Pensacola	FL	32503
301	Jones, Pam	1001 James Pl.	Mobile	AL	12300

<u>Field</u>	<u>Type</u>
StudentID	Number
StudentName	Text
Street	Text
City	Text
State	Text
ZIP	Number

Primary Key is Student-ID

Add your name with a Student-ID and other data

Registration Table			
ID	Section	Student ID	Grade
1	2003	100	A
2	1002	100	A
3	1003	301	B
4	1004	300	C
5	1004	123	C
6	2001	200	D
7	1003	111	A
8	1000	200	A
9	1002	123	B
10	1000	123	B

<u>Field</u>	<u>Type</u>
ID	Autonumber
Section	Number
StudentID	Number
Grade	Text

Primary Key is ID—the field automatically generated by Access.

Register yourself for a section and assign the grade of your choice.

- c. Read Chapter 13 (pp. 732-736). Establish appropriate One-to-Many relationships between the Tables in your database (Database Tools Tab/Show/Hide Group). (See Step 5, pp. 741-742) Print the Relationships Report (Relationship Tools contextual tab/Tools Group). Test the requirements for referential integrity that you have created by attempting to add a record to the Registration Table with a Student-ID that has not been entered in the Student Table, or attempt to add a record in the Section Table for a course that is not found in the Course Table.
 - d. Using the dialog box associated with the field name or using commands from the Sort & Filter group in the Home tab, sort the Student Table into ascending sequence using the Name field. Select students who live in Florida. Print the table. Remove the filter.
3. Read Chapter 13 (pp. 744-754). You will now create Queries based on your database. Name each Query with your name and the question number (e. g. “Jones Query 3a”).
 - a. Create a query based on all of the fields in the Registration Table. Use the Criteria row select students with a Grade of “A”. Name and save the Query. Print the results of running the query.
 - b. Create a Query based on Student Table and Registration Table. Include Student-ID, Student-Name, Section and Grade. Name and save the Query. Print the results of running the query.

- c. Create a Query based on the Course, Section, Student and Registration Tables. Include the Student-Name, Course, Course Name, Section and Grade. Name and save the Query. Print the results of running the Query.
- d. Create a Query based on Course Table (all fields). Using a wild card, select courses with the COP prefix (see p. 747). Name and save the Query. Print the results of running the Query.
- e. Create a Query based on Student Table (all fields). Use a comparison operator to select records with ZIP less than 30000. Name and save the Query. Print the results of running the Query.
- f. Create a Query based on the Student Table (Student-Name and City fields). Select students that live in Milton or Mobile. Name and save the Query. Print the results of running the Query.

Staple your printouts in order and attach cover page when submitting the assignment.