

ACCESS FINAL TEST

CREATING THE WOODEN CRAFTS DATABASE

1. Create a new database in your H drive, Computer Applications folder. Save the database as Access Final.
2. Create the table as outlined below using Design View. Save the table as Product with your name after it.

Product Table				
Field Name	Data Type	Field Size	Primary Key	Description
Product Id	Short Text	4	Yes	Product Id Number
Description	Short Text	20		Description of Product
On Hand	Number			Number of Units on Hand
Cost	Currency			Cost of Product
Selling Price	Currency			Selling Price of Product
Supplier Code	Short Text	2		Code of Product Supplies

3. Add the following data in Datasheet View to the Product table.

Data for Product Table					
Product Id	Description	On Hand	Cost	Selling Price	Supplier Code
BF01	Barnyard Friends	3	\$54.00	\$60.00	PL
BL23	Blocks in Box	5	\$29.00	\$32.00	AP
CC14	Coal Car	8	\$14.00	\$18.00	BH
FT05	Fire Truck	7	\$9.00	\$12.00	AP
LB34	Lacing Bear	4	\$12.00	\$16.00	AP
MR06	Midget Railroad	3	\$31.00	\$34.00	BH
PJ12	Pets Jigsaw	10	\$8.00	\$12.00	PL
RB02	Railway Bridge	1	\$17.00	\$20.00	BH
SK10	Skyscraper	6	\$25.00	\$30.00	PL
UM09	USA Map	12	\$14.00	\$18.00	AP

ACCESS FINAL TEST (cont.)

4. Create a table in Design View as shown below. Save the table as Supplier with your name after it.

Supplier Table				
Field Name	Data Type	Field Size	Primary Key	Description
Supplier Code	Short Text	2	Yes	Supplier Code
First Name	Short Text	10		First Name of Supplier
Last Name	Short Text	15		Last Name of Supplier
Address	Short Text	20		Street Address
City	Short Text	20		City
State	Short Text	2		State (Two Letter Abbreviation)
Zip Code	Short Text	5		Zip Code
Telephone Number	Short Text	12		Telephone Number (000-000-0000)

5. Add the following data in Datasheet View to the Supplier table.

Data for Supplier Table							
Supplier Code	First Name	Last Name	Address	City	State	Zip Code	Telephone Number
AP	Antonio	Patino	34 Fourth	Bastrop	NM	75123	505-555-1111
BH	Bert	Huntington	67 Beafort	Richford	CA	95418	707-555-3334
PL	Ping	Luang	12 Crestview	Mockington	AZ	85165	602-555-9990

6. Create the report using Report Wizard using the following headings: Product ID, Description, On Hand, Cost and Supplier Code from the Product table. Save the report as Inventory Report with your name after it.

Inventory Report – Your Name

Product Id	Description	On Hand	Cost	Supplier Code
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7. Build and run a query using the Query Design for the Product table including Product ID, Description, On Hand and Supplier Code with the criteria where the Supplier Code is BH.
8. Save the query as Query with your name after it.
9. Resize the Product and Supplier table columns to automatically fit the contents.