

## Microsoft Access Practical exercise

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### EXERCISE ONE.

#### 1. Create a Table:

- A. Create a table called **Publisher** having the following structure:

| Field Name | Data Type  |
|------------|------------|
| PubID      | Short Text |
| PubName    | Short Text |
| URL        | Hyperlink  |

Set the field **PubID** as the primary key.

Set the Field Size field property of the field **PubID** to 5.

Set the Field Size field property of the field **PubName** to 50.

Set the caption property of the **PubID** field to **Publisher ID**.

Set the caption property of the **PubName** field to **Publisher's Name**.

- B. Enter the following data for the **Publisher** table:

| PubID | PubName          | URL                                                                       |
|-------|------------------|---------------------------------------------------------------------------|
| MH    | McGraw-Hill      | <a href="http://www.mhhe.com">http://www.mhhe.com</a>                     |
| PH    | Prentice Hall    | <a href="http://www.prehall.com">http://www.prehall.com</a>               |
| WJ    | Wiley            | <a href="http://www.wiley.com">http://www.wiley.com</a>                   |
| EL    | Elsevier         | <a href="http://www.elsevierdirect.com">http://www.elsevierdirect.com</a> |
| AW    | Addison Wesley   | <a href="http://www.aw.com">http://www.aw.com</a>                         |
| MP    | MIT Press        | <a href="http://mitpress.mit.edu">http://mitpress.mit.edu</a>             |
| CL    | Cengage Learning | <a href="http://cengage.com">http://cengage.com</a>                       |

#### 2. Relationships

- A. Create a relationship between the **AuthorID** field in the **Author** table and the **AuthorCode** field in the **Book** table. Put a checkmark in the box labeled **Enforce Referential Integrity**.
- B. Create a relationship between the **PubID** field in the **Publisher** table and the **PubID** field in the **Book** table. Put a checkmark in the box labeled **Enforce Referential Integrity**.

#### 3. Create a Report:

Use the Report Wizard to create a report having the following requirements:

- Select the **LastName** field from the **Author** table.
- Select the **Title** and **Price** fields from the **Book** table.
- Select the **PubName** field from the **Publisher** table.
- View the data by **Publisher**.

# Practice Exercises For Microsoft Access

**Matt Kingsley**



## Practice Exercises For Microsoft Access:

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