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Aggregating Data Using Group Functions

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Schedule:	Timing	Topic
	35 minutes	Lecture
	40 minutes	Practice
	75 minutes	Total

Objectives

After completing this lesson, you should be able to do the following:

- **Identify the available group functions**
- **Describe the use of group functions**
- **Group data using the `GROUP BY` clause**
- **Include or exclude grouped rows by using the `HAVING` clause**

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Lesson Aim

This lesson further addresses functions. It focuses on obtaining summary information, such as averages, for groups of rows. It discusses how to group rows in a table into smaller sets and how to specify search criteria for groups of rows.

What Are Group Functions?

Group functions operate on sets of rows to give one result per group.

EMPLOYEES

DEPARTMENT_ID	SALARY
90	24000
90	17000
90	17000
60	9000
60	6000
60	4200
50	5800
50	3500
50	3100
50	2600
50	2500
80	10500
80	11000
80	8600
	7000
10	4400

...

20 rows selected.

The maximum
salary in
the **EMPLOYEES**
table.

MAX(SALARY)
24000

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Group Functions

Unlike single-row functions, group functions operate on sets of rows to give one result per group. These sets may be the whole table or the table split into groups.

Types of Group Functions

- **AVG**
- **COUNT**
- **MAX**
- **MIN**
- **STDDEV**
- **SUM**
- **VARIANCE**

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Group Functions (continued)

Each of the functions accepts an argument. The following table identifies the options that you can use in the syntax:

Function	Description
AVG ([DISTINCT <u>ALL</u>] <i>n</i>)	Average value of <i>n</i> , ignoring null values
COUNT ({ * [DISTINCT ALL] <i>expr</i> })	Number of rows, where <i>expr</i> evaluates to something other than null (count all selected rows using *, including duplicates and rows with nulls)
MAX ([DISTINCT ALL] <i>expr</i>)	Maximum value of <i>expr</i> , ignoring null values
MIN ([DISTINCT <u>ALL</u>] <i>expr</i>)	Minimum value of <i>expr</i> , ignoring null values
STDDEV ([DISTINCT ALL] <i>x</i>)	Standard deviation of <i>n</i> , ignoring null values
SUM ([DISTINCT ALL] <i>n</i>)	Sum values of <i>n</i> , ignoring null values
VARIANCE ([DISTINCT <u>ALL</u>] <i>x</i>)	Variance of <i>n</i> , ignoring null values

Group Functions Syntax

```
SELECT      [column,] group_function(column), ...
FROM        table
[WHERE      condition]
[GROUP BY   column]
[ORDER BY   column];
```

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Guidelines for Using Group Functions

- DISTINCT makes the function consider only nonduplicate values; ALL makes it consider every value including duplicates. The default is ALL and therefore does not need to be specified.
- The data types for the functions with an *expr* argument may be CHAR, VARCHAR2, NUMBER, or DATE.
- All group functions ignore null values. To substitute a value for null values, use the NVL, NVL2, or COALESCE functions.
- The Oracle server implicitly sorts the result set in ascending order when using a GROUP BY clause. To override this default ordering, DESC can be used in an ORDER BY clause.

Instructor Note

Stress the use of DISTINCT and group functions ignoring null values. ALL is the default and is very rarely specified.

Using the AVG and SUM Functions

You can use AVG and SUM for numeric data.

```
SELECT AVG(salary), MAX(salary),  
       MIN(salary), SUM(salary)  
FROM   employees  
WHERE  job_id LIKE '%REP%';
```

AVG(SALARY)	MAX(SALARY)	MIN(SALARY)	SUM(SALARY)
8150	11000	6000	32600

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Group Functions

You can use AVG, SUM, MIN, and MAX functions against columns that can store numeric data. The example on the slide displays the average, highest, lowest, and sum of monthly salaries for all sales representatives.

Using the MIN and MAX Functions

You can use MIN and MAX for any data type.

```
SELECT MIN(hire_date), MAX(hire_date)
FROM   employees;
```

MIN(HIRE_	MAX(HIRE_
17-JUN-87	29-JAN-00

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Group Functions (continued)

You can use the MAX and MIN functions for any data type. The slide example displays the most junior and most senior employee.

The following example displays the employee last name that is first and the employee last name that is the last in an alphabetized list of all employees.

```
SELECT MIN(last_name), MAX(last_name)
FROM   employees;
```

MIN(LAST_NAME)	MAX(LAST_NAME)
Abel	Zlotkey

Note: AVG, SUM, VARIANCE, and STDDEV functions can be used only with numeric data types.

Using the COUNT Function

COUNT (*) returns the number of rows in a table.

```
SELECT COUNT ( * )  
FROM   employees  
WHERE  department_id = 50;
```

COUNT(*)
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The COUNT Function

The COUNT function has three formats:

- COUNT (*)
- COUNT (*expr*)
- COUNT (DISTINCT *expr*)

COUNT (*) returns the number of rows in a table that satisfy the criteria of the SELECT statement, including duplicate rows and rows containing null values in any of the columns. If a WHERE clause is included in the SELECT statement, COUNT (*) returns the number of rows that satisfies the condition in the WHERE clause.

In contrast, COUNT (*expr*) returns the number of non-null values in the column identified by *expr*.

COUNT (DISTINCT *expr*) returns the number of unique, non-null values in the column identified by *expr*.

The slide example displays the number of employees in department 50.

Instructor Note

Demo: 5_count1.sql, 5_count2.sql

Purpose: To illustrate using the COUNT (*) and COUNT (*expr*) functions

Using the COUNT Function

- `COUNT(expr)` returns the number of rows with non-null values for the *expr*.
- Display the number of department values in the `EMPLOYEES` table, excluding the null values.

```
SELECT COUNT(commission_pct)
FROM   employees
WHERE  department_id = 80;
```

COUNT(COMMISSION_PCT)
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The COUNT Function (continued)

The slide example displays the number of employees in department 80 who can earn a commission.

Example

Display the number of department values in the `EMPLOYEES` table.

```
SELECT COUNT(department_id)
FROM   employees;
```

COUNT(DEPARTMENT_ID)
19

Using the DISTINCT Keyword

- `COUNT(DISTINCT expr)` returns the number of distinct non-null values of the *expr*.
- Display the number of distinct department values in the `EMPLOYEES` table.

```
SELECT COUNT(DISTINCT department_id)
FROM   employees;
```

COUNT(DISTINCTDEPARTMENT_ID)
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The DISTINCT Keyword

Use the `DISTINCT` keyword to suppress the counting of any duplicate values within a column. The example on the slide displays the number of distinct department values in the `EMPLOYEES` table.

Group Functions and Null Values

Group functions ignore null values in the column.

```
SELECT AVG( commission_pct )  
FROM   employees;
```

AVG(COMMISSION_PCT)
.2125

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Group Functions and Null Values

All group functions ignore null values in the column. In the slide example, the average is calculated based *only* on the rows in the table where a valid value is stored in the COMMISSION_PCT column. The average is calculated as the total commission paid to all employees divided by the number of employees receiving a commission (four).

Using the NVL Function with Group Functions

The NVL function forces group functions to include null values.

```
SELECT AVG(NVL(commission_pct, 0))  
FROM   employees;
```

AVG(NVL(COMMISSION_PCT,0))	
	.0425

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Group Functions and Null Values (continued)

The NVL function forces group functions to include null values. In the slide example, the average is calculated based on *all* rows in the table, regardless of whether null values are stored in the COMMISSION_PCT column. The average is calculated as the total commission paid to all employees divided by the total number of employees in the company (20).

Creating Groups of Data

EMPLOYEES

DEPARTMENT_ID	SALARY
10	4400
20	13000
20	6000
50	5800
50	3500
50	3100
50	2500
50	2600
60	9000
60	6000
60	4200
80	10500
80	8600
80	11000
90	24000
90	17000

...

20 rows selected.

4400

9500

3500

6400

10033

The
average
salary
in
EMPLOYEES
table
for each
department.

DEPARTMENT_ID	AVG(SALARY)
10	4400
20	9500
50	3500
60	6400
80	10033.3333
90	19333.3333
110	10150
	7000

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Groups of Data

Until now, all group functions have treated the table as one large group of information. At times, you need to divide the table of information into smaller groups. This can be done by using the GROUP BY clause.

Creating Groups of Data: The GROUP BY Clause Syntax

```
SELECT      column, group_function(column)
FROM        table
[WHERE      condition]
[GROUP BY   group_by_expression]
[ORDER BY   column];
```

Divide rows in a table into smaller groups by using the GROUP BY clause.

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The GROUP BY Clause

You can use the GROUP BY clause to divide the rows in a table into groups. You can then use the group functions to return summary information for each group.

In the syntax:

<i>group_by_expression</i>	specifies columns whose values determine the basis for grouping rows
----------------------------	--

Guidelines

- If you include a group function in a SELECT clause, you cannot select individual results as well, *unless* the individual column appears in the GROUP BY clause. You receive an error message if you fail to include the column list in the GROUP BY clause.
- Using a WHERE clause, you can exclude rows before dividing them into groups.
- You must include the *columns* in the GROUP BY clause.
- You cannot use a column alias in the GROUP BY clause.
- By default, rows are sorted by ascending order of the columns included in the GROUP BY list. You can override this by using the ORDER BY clause.

Using the GROUP BY Clause

All columns in the **SELECT** list that are not in group functions must be in the **GROUP BY** clause.

```
SELECT  department_id, AVG(salary)
FROM    employees
GROUP BY department_id ;
```

DEPARTMENT_ID	AVG(SALARY)
10	4400
20	9500
50	3500
60	6400
80	10033.3333
90	19333.3333
110	10150
	7000

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The GROUP BY Clause (continued)

When using the **GROUP BY** clause, make sure that all columns in the **SELECT** list that are not group functions are included in the **GROUP BY** clause. The example on the slide displays the department number and the average salary for each department. Here is how this **SELECT** statement, containing a **GROUP BY** clause, is evaluated:

- The **SELECT** clause specifies the columns to be retrieved:
 - Department number column in the **EMPLOYEES** table
 - The average of all the salaries in the group you specified in the **GROUP BY** clause
- The **FROM** clause specifies the tables that the database must access: the **EMPLOYEES** table.
- The **WHERE** clause specifies the rows to be retrieved. Since there is no **WHERE** clause, all rows are retrieved by default.
- The **GROUP BY** clause specifies how the rows should be grouped. The rows are being grouped by department number, so the **AVG** function that is being applied to the salary column will calculate the *average salary for each department*.

Instructor Note

Group results are sorted implicitly, on the grouping column. You can use **ORDER BY** to specify a different sort order, remembering to use only group functions, or the grouping column.

Using the GROUP BY Clause

The GROUP BY column does not have to be in the SELECT list.

```
SELECT  AVG(salary)
FROM    employees
GROUP BY department_id ;
```

AVG(SALARY)	
	4400
	9500
	3500
	6400
	10033.3333
	19333.3333
	10150
	7000

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The GROUP BY Clause (continued)

The GROUP BY column does not have to be in the SELECT clause. For example, the SELECT statement on the slide displays the average salaries for each department without displaying the respective department numbers. Without the department numbers, however, the results do not look meaningful.

You can use the group function in the ORDER BY clause.

```
SELECT  department_id, AVG(salary)
FROM    employees
GROUP BY department_id
ORDER BY AVG(salary) ;
```

DEPARTMENT_ID	AVG(SALARY)
50	3500
10	4400
60	6400
...	
90	19333.3333

8 rows selected.

Demonstrate the query with and without the DEPARTMENT_ID column in the SELECT statement.

Grouping by More Than One Column

EMPLOYEES

DEPARTMENT_ID	JOB_ID	SALARY
90	AD_PRES	24000
90	AD_VP	17000
90	AD_VP	17000
60	IT_PROG	9000
60	IT_PROG	6000
60	IT_PROG	4200
50	ST_MAN	5800
50	ST_CLERK	3500
50	ST_CLERK	3100
50	ST_CLERK	2600
50	ST_CLERK	2500
80	SA_MAN	10500
80	SA_REP	11000
80	SA_REP	8600

...

20	MK_REP	6000
110	AC_MGR	12000
110	AC_ACCOUNT	8300

20 rows selected.

“Add up the salaries in the EMPLOYEES table for each job, grouped by department.”

DEPARTMENT_ID	JOB_ID	SUM(SALARY)
10	AD_ASST	4400
20	MK_MAN	13000
20	MK_REP	6000
50	ST_CLERK	11700
50	ST_MAN	5800
60	IT_PROG	19200
80	SA_MAN	10500
80	SA_REP	19600
90	AD_PRES	24000
90	AD_VP	34000
110	AC_ACCOUNT	8300
110	AC_MGR	12000
	SA_REP	7000

13 rows selected.

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Groups within Groups

Sometimes you need to see results for groups within groups. The slide shows a report that displays the total salary being paid to each job title, within each department.

The EMPLOYEES table is grouped first by department number and, within that grouping, by job title. For example, the four stock clerks in department 50 are grouped together and a single result (total salary) is produced for all stock clerks within the group.

Instructor Note

Demo: 5_order1.sql, 5_order2.sql

Purpose: To illustrate ordering columns that are grouped by DEPARTMENT_ID first and ordering columns that are grouped by JOB_ID first.

Using the GROUP BY Clause on Multiple Columns

```
SELECT  department_id dept_id, job_id, SUM(salary)
FROM    employees
GROUP BY department_id, job_id ;
```

DEPT_ID	JOB_ID	SUM(SALARY)
10	AD_ASST	4400
20	MK_MAN	13000
20	MK_REP	6000
50	ST_CLERK	11700
50	ST_MAN	5800
60	IT_PROG	19200
80	SA_MAN	10500
80	SA_REP	19600
90	AD PRES	24000
90	AD_VP	34000
110	AC_ACCOUNT	8300
110	AC_MGR	12000
	SA_REP	7000

13 rows selected.

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Groups within Groups (continued)

You can return summary results for groups and subgroups by listing more than one GROUP BY column. You can determine the default sort order of the results by the order of the columns in the GROUP BY clause. Here is how the SELECT statement on the slide, containing a GROUP BY clause, is evaluated:

- The SELECT clause specifies the column to be retrieved:
 - Department number in the EMPLOYEES table
 - Job ID in the EMPLOYEES table
 - The sum of all the salaries in the group that you specified in the GROUP BY clause
- The FROM clause specifies the tables that the database must access: the EMPLOYEES table.
- The GROUP BY clause specifies how you must group the rows:
 - First, the rows are grouped by department number.
 - Second, within the department number groups, the rows are grouped by job ID.

So the SUM function is being applied to the salary column for all job IDs within each department number group.

Illegal Queries

Using Group Functions

Any column or expression in the **SELECT** list that is not an aggregate function must be in the **GROUP BY** clause.

```
SELECT department_id, COUNT(last_name)
FROM employees;
```

```
SELECT department_id, COUNT(last_name)
      *
ERROR at line 1:
ORA-00937: not a single-group group function
```

Column missing in the **GROUP BY** clause

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Illegal Queries Using Group Functions

Whenever you use a mixture of individual items (**DEPARTMENT_ID**) and group functions (**COUNT**) in the same **SELECT** statement, you must include a **GROUP BY** clause that specifies the individual items (in this case, **DEPARTMENT_ID**). If the **GROUP BY** clause is missing, then the error message “not a single-group group function” appears and an asterisk (*) points to the offending column. You can correct the error on the slide by adding the **GROUP BY** clause.

```
SELECT department_id, count(last_name)
FROM employees
GROUP BY department_id;
```

DEPARTMENT_ID	COUNT(LAST_NAME)
10	1
20	2
...	
	1

8 rows selected.
GROUP BY clause.

Instructor Note

Demo: 5_error.sql

Purpose: To illustrate executing a **SELECT** statement with no **GROUP BY** clause

Illegal Queries

Using Group Functions

- You cannot use the **WHERE** clause to restrict groups.
- You use the **HAVING** clause to restrict groups.
- You cannot use group functions in the **WHERE** clause.

```
SELECT    department_id, AVG(salary)
FROM      employees
WHERE     AVG(salary) > 8000
GROUP BY  department_id;
```

```
WHERE     AVG(salary) > 8000
          *
```

ERROR at line 3:

ORA-00934: group function is not allowed here

Cannot use the **WHERE** clause to restrict groups

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Illegal Queries Using Group Functions (continued)

The **WHERE** clause cannot be used to restrict groups. The **SELECT** statement on the slide results in an error because it uses the **WHERE** clause to restrict the display of average salaries of those departments that have an average salary greater than \$8,000.

You can correct the slide error by using the **HAVING** clause to restrict groups.

```
SELECT    department_id, AVG(salary)
FROM      employees
HAVING    AVG(salary) > 8000
GROUP BY  department_id;
```

DEPARTMENT_ID	AVG(SALARY)
20	9500
80	10033.3333
90	19333.3333
110	10150

Excluding Group Results

EMPLOYEES

DEPARTMENT_ID	SALARY
90	24000
90	17000
90	17000
60	9000
60	6000
60	4200
50	5800
50	3500
50	3100
50	2600
50	2500
80	10500
80	11000
80	8600

...

20	6000
110	12000
110	8300

20 rows selected.

DEPARTMENT_ID	MAX(SALARY)
20	13000
80	11000
90	24000
110	12000

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Restricting Group Results

In the same way that you use the WHERE clause to restrict the rows that you select, you use the HAVING clause to restrict groups. To find the maximum salary of each department, but show only the departments that have a maximum salary of more than \$10,000, you need to do the following:

1. Find the average salary for each department by grouping by department number.
2. Restrict the groups to those departments with a maximum salary greater than \$10,000.

Excluding Group Results: The HAVING Clause

Use the HAVING clause to restrict groups:

1. Rows are grouped.
2. The group function is applied.
3. Groups matching the HAVING clause are displayed.

```
SELECT      column, group_function
FROM        table
[WHERE      condition]
[GROUP BY   group_by_expression]
[HAVING     group_condition]
[ORDER BY   column];
```

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The HAVING Clause

You use the HAVING clause to specify which groups are to be displayed, and thus, you further restrict the groups on the basis of aggregate information.

In the syntax:

group_condition restricts the groups of rows returned to those groups for which the specified condition is true

The Oracle server performs the following steps when you use the HAVING clause:

1. Rows are grouped.
2. The group function is applied to the group.
3. The groups that match the criteria in the HAVING clause are displayed.

The HAVING clause can precede the GROUP BY clause, but it is recommended that you place the GROUP BY clause first because that is more logical. Groups are formed and group functions are calculated before the HAVING clause is applied to the groups in the SELECT list.

Instructor Note

The Oracle server evaluates the clauses in the following order:

- If the statement contains a WHERE clause, the server establishes the candidate rows.
- The server identifies the groups specified in the GROUP BY clause.
- The HAVING clause further restricts result groups that do not meet the group criteria in the HAVING clause.

Using the HAVING Clause

```
SELECT    department_id, MAX(salary)
FROM      employees
GROUP BY  department_id
HAVING    MAX(salary)>10000 ;
```

DEPARTMENT_ID	MAX(SALARY)
20	13000
80	11000
90	24000
110	12000

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The HAVING Clause (continued)

The slide example displays department numbers and maximum salaries for those departments whose maximum salary is greater than \$10,000.

You can use the GROUP BY clause without using a group function in the SELECT list.

If you restrict rows based on the result of a group function, you must have a GROUP BY clause as well as the HAVING clause.

The following example displays the department numbers and average salaries for those departments whose maximum salary is greater than \$10,000:

```
SELECT    department_id, AVG(salary)
FROM      employees
GROUP BY  department_id
HAVING    max(salary)>10000 ;
```

DEPARTMENT_ID	AVG(SALARY)
20	9500
80	10033.3333
90	19333.3333
110	10150

Using the HAVING Clause

```
SELECT    job_id, SUM(salary) PAYROLL
FROM      employees
WHERE     job_id NOT LIKE '%REP%'
GROUP BY  job_id
HAVING    SUM(salary) > 13000
ORDER BY  SUM(salary);
```

JOB_ID	PAYROLL
IT_PROG	19200
AD_PRES	24000
AD_VP	34000

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The HAVING Clause (continued)

The slide example displays the job ID and total monthly salary for each job with a total payroll exceeding \$13,000. The example excludes sales representatives and sorts the list by the total monthly salary.

Instructor Note

Demo: 5_job1.sql, 5_job2.sql

Purpose: To illustrate using a WHERE clause to restrict rows by JOB_ID and using a HAVING clause to restrict groups by SUM(SALARY).

Nesting Group Functions

Display the maximum average salary.

```
SELECT  MAX(AVG(salary))  
FROM    employees  
GROUP BY department_id;
```

MAX(AVG(SALARY))
19333.3333

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Nesting Group Functions

Group functions can be nested to a depth of two. The slide example displays the maximum average salary.

Summary

In this lesson, you should have learned how to:

- Use the group functions COUNT, MAX, MIN, AVG
- Write queries that use the GROUP BY clause
- Write queries that use the HAVING clause

```
SELECT      column, group_function(column)
FROM        table
[WHERE      condition]
[GROUP BY   group_by_expression]
[HAVING     group_condition]
[ORDER BY   column];
```

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Summary

Seven group functions are available in SQL:

- AVG
- COUNT
- MAX
- MIN
- SUM
- STDDEV
- VARIANCE

You can create subgroups by using the GROUP BY clause. Groups can be excluded using the HAVING clause.

Place the HAVING and GROUP BY clauses after the WHERE clause in a statement. Place the ORDER BY clause last.

The Oracle server evaluates the clauses in the following order:

1. If the statement contains a WHERE clause, the server establishes the candidate rows.
2. The server identifies the groups specified in the GROUP BY clause.
3. The HAVING clause further restricts result groups that do not meet the group criteria in the HAVING clause.

Practice 5 Overview

This practice covers the following topics:

- **Writing queries that use the group functions**
- **Grouping by rows to achieve more than one result**
- **Excluding groups by using the `HAVING` clause**

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Practice 5 Overview

At the end of this practice, you should be familiar with using group functions and selecting groups of data.

Paper-Based Questions

For questions 1-3, circle either True or False.

Note: Column aliases are used for the queries.

Instructor Note

Hint for Question #7: Advise the students to think about the `MANAGER_ID` column in `EMPLOYEES` when determining the number of managers, rather than the `JOB_ID` column.

Practice 5

Determine the validity of the following three statements. Circle either True or False.

1. Group functions work across many rows to produce one result per group.
True/False
2. Group functions include nulls in calculations.
True/False
3. The WHERE clause restricts rows prior to inclusion in a group calculation.
True/False
4. Display the highest, lowest, sum, and average salary of all employees. Label the columns Maximum, Minimum, Sum, and Average, respectively. Round your results to the nearest whole number. Place your SQL statement in a text file named lab5_4.sql.

Maximum	Minimum	Sum	Average
24000	2500	175500	8775

5. Modify the query in lab5_4.sql to display the minimum, maximum, sum, and average salary for each job type. Resave lab5_4.sql to lab5_5.sql. Run the statement in lab5_5.sql.

JOB_ID	Maximum	Minimum	Sum	Average
AC_ACCOUNT	8300	8300	8300	8300
AC_MGR	12000	12000	12000	12000
AD_ASST	4400	4400	4400	4400
AD_PRES	24000	24000	24000	24000
AD_VP	17000	17000	34000	17000
IT_PROG	9000	4200	19200	6400
MK_MAN	13000	13000	13000	13000
MK_REP	6000	6000	6000	6000
SA_MAN	10500	10500	10500	10500
SA_REP	11000	7000	26600	8867
ST_CLERK	3500	2500	11700	2925
ST_MAN	5800	5800	5800	5800

12 rows selected.

Practice 5 (continued)

6. Write a query to display the number of people with the same job.

JOB_ID	COUNT(*)
AC_ACCOUNT	1
AC_MGR	1
AD_ASST	1
AD_PRES	1
AD_VP	2
IT_PROG	3
MK_MAN	1
MK_REP	1
SA_MAN	1
SA_REP	3
ST_CLERK	4
ST_MAN	1

12 rows selected.

7. Determine the number of managers without listing them. Label the column Number of Managers. *Hint: Use the MANAGER_ID column to determine the number of managers.*

Number of Managers
8

DIFFERENCE
21500

If y

9. Display the manager number and the salary of the lowest paid employee for that manager. Exclude anyone whose manager is not known. Exclude any groups where the minimum salary is \$6,000 or less. Sort the output in descending order of salary.

MANAGER_ID	MIN(SALARY)
102	9000
205	8300
149	7000

Practice 5 (continued)

10. Write a query to display each department's name, location, number of employees, and the average salary for all employees in that department. Label the columns Name, Location, Number of People, and Salary, respectively. Round the average salary to two decimal places.

Name	Location	Number of People	Salary
Accounting	1700	2	10150
Administration	1700	1	4400
Executive	1700	3	19333.33
IT	1400	3	6400
Marketing	1800	2	9500
Sales	2500	3	10033.33
Shipping	1500	5	3500

7 rows selected.

If you want an extra challenge, complete the following exercises:

11. Create a query that will display the total number of employees and, of that total, the number of employees hired in 1995, 1996, 1997, and 1998. Create appropriate column headings.

12.

TOTAL	1995	1996	1997	1998
20	1	2	2	3

appropriate heading.

Job	Dept 20	Dept 50	Dept 80	Dept 90	Total
AC_ACCOUNT					8300
AC_MGR					12000
AD_ASST					4400
AD PRES				24000	24000
AD_VP				34000	34000
IT_PROG					19200
MK_MAN	13000				13000
MK_REP	6000				6000
SA_MAN			10500		10500
SA_REP			19600		26600
ST_CLERK		11700			11700
ST_MAN		5800			5800

12 rows selected.