Open the Helpless Airlines Database.

1. Create a simple query on the Employees Table to display the EmpID, First Name, Last Name and Email of all employees whose Last Name begins with the letter D. Save the Query as Last Name D.

2. Create a simple query using the Employee and Position Tables. Add the Last Name, First Name fields from the Employee table and the Job Title and Salary Fields from the Position Table. Save the Query as Employee Salary Details.

    a. Sort the Employee Salary Details Query on the Last Name Field to ascending.

    b. Format the Salary Field as a General Number with no decimal places

    c. Format Job Title to have a capital first letter

3. Using the Employee Salary Details query, create a Cross tab query to find out how many employees I have under each Job Title. Use Last Name for the columns. Save the Query as Job Numbers Cross Tab.

4. Create a Parameter Query on the Customers Table to allow the user to type in the City Name and display a list of customers showing the customers Last Name, First Name and the City fields only. Save the Query as Parameter Customers by City.

5. Using the Employee Table, create a parameter query to prompt for employees who started between two specific dates. The Start Date field format is dd/mm/yyyy. Your result should show the employees First and Last Name and their Start Date. Save the query as Parameter Employee Start Dates.

6. Using the asterix (*) wild card, create a Parameter Query on the Customers Table to enable you to display a list of customers (First and Last names) by using only the first letter of their Last Name. Save the Query as Parameter Customers Last Name.

7. Copy the Position Table and paste it with both structure and data, and rename the copy as Salary. Create an update query on the Salary Table to update all Employee salaries by 15%. Save the Query as Yearly Salary Increase.

8. Using the Employee Salary Details query, make a new table named Flight Deck Crew. The new table should include the Emp ID, Last Name, First Name and Job Title. Only those employees whose Job Title is either Captain or Co Pilot should be included.

9. Make a copy of the Customers Table and select the paste option, select structure only. Save the table as New York and Boston Customers. Create an Append Query to add Customers from the Customers Table whose City is either New York or Boston, to the new table.

10. Create a query using the Supplier and Purchase Orders Tables to find out how many Purchase Orders each supplier has received from Helpless Airlines during the month of March 2006. Your query should show the Company Name, the Creation Date Fields together with the count of purchase orders made on each date in March 2006. Save the query as Suppliers Summary March.

11. Using the Suppliers Summary March Query, move the Count of Purchase Orders Field so that it is to the right of the Creation Date Field.

12. In the New York and Boston Table, swap the First and Last name fields and move the Date of Birth field to before the Email field.

13. Open the Suppliers Summary March query and change it to a parameter query allowing the user to input the date range. Save the query.

Use the NorthwindTest database which has been provided as a resource with this lecture for the following questions.

14. Create a new Query on using the Purchase Order Details Table. Add the Purchase Order ID, Product ID, Unit Cost, Quantity and Date Received fields from the Purchase Order Details Table. Use the expression builder to create a calculated field which calculates the Total Value of each line item, i.e. the Quantity multiplied by the Unit Cost. The name of the calculated field should be Total Value. Save the query as PO Values.

15. Modify the PO Values query to display the total value of each Purchase Order and the Average Unit Cost. Restrict the query to purchases received between two Date Received field values specified by the user at runtime. Test your query using 05/04/2006 and 17/04/2006. Save the modified query as Total Purchase Orders.

16. Create a query using the Products Table where the reorder level is between 20 and 50 and the list price is greater than 15 or the category is Soups. Save the Query as Orders by Soup.