

1. To create a new database in phpMyAdmin, you need to click the “New” button at the top of the left side bar.

2. Name that database “ofs” and click create.

3. To insert the “productSales” table, click on the SQL tab at the top bar and paste this code into text area.

```
CREATE TABLE productSales (  
    productType varchar(255) NOT NULL,  
    productName varchar(255) NOT NULL,  
    theDate date NOT NULL,  
    quantitySold int(255) NOT NULL,  
    revenue decimal(65.2) NOT NULL  
);
```

4. Click “Go” and the table should be added to the database along with the correct columns

5. Next, make sure to have the “Item Sales Database w_ preset values 5_5 to 5_9 - Sheet1.csv” file downloaded.

6. Click on the “Import” tab at the top bar.

7. Where it says “Choose file”, click that and select the above csv file.

8. Don’t touch anything else, then scroll down and click “Go” to import the csv file.

9. Go back to “Browse” in the top bar and make sure all the entries have been successfully imported.