**REPORT SUMMARY**

One of the business decisions that Bacchus Winery needs to make concerns the number of hours that the employees are working. This information can be used to determine whether employees are sharing an equitable amount of time completing the winery’s tasks, whether any employees have notably less hours than others (which may indicate an attendance issue), and whether employees may be accumulating unnecessary overtime hours. To create a report, we can create a simple query for information from the Bacchus Winery database’s *Personnel* table. The report contains the total number of hours worked per quarter per employee.