**Home Sales**

**Project Description:**

*An independent real estate firm that specializes in home sales needs to create a database in which to store its records. In the following project, you will open a database containing information about the properties the real estate firm has listed. You create a new table in which to store agent information, add records, and then sort the table. You create a relationship between two tables and enforce referential integrity. You also apply filters, sort a table, and save the results.*

**Instructions:**

For the purpose of grading the project you are required to perform the following tasks:

| **Step** | **Instructions** | **Points Possible** |
| --- | --- | --- |
| **1** | Start Access. Open the downloaded Access file named *exploring\_a01\_grader\_h2*. | 0 |
| **2** | Create a new table in Design view. Add the field name **AgentID**. Change the Data Type for AgentID to AutoNumber and set AgentID as the Primary key for the table. | 12 |
| **3** | Add the following field names to the table: **FirstName**, **LastName**, and **Title** (in that order). Accept Short Text as the data type for all fields. Save the table as **Agents**. | 8 |
| **4** | Switch to Datasheet view and add the following records letting Access assign the AgentID number:   |  |  |  | | --- | --- | --- | | FirstName | LastName | Title | | **Guillaume** | **Picard** | **Broker** | | **Keith** | **Martin** | **Agent** | | **Usa-chan** | **Yang** | **Agent** | | **Steven** | **Dougherty** | **Agent in Training** | | **Rajesh** | **Khanna** | **Agent in Training** | | **Juan** | **Rosario** | **President** | | 8 |
| **5** | Sort the Agents table by the LastName field in ascending order. | 4 |
| **6** | Apply a selection filter so that everyone with a title other than *Agent in Training* displays. Save the changes to the table design and close the Agents table. | 8 |
| **7** | Open the Properties table in Design View. Change the Data type for the following fields to the listed Data Type:   |  |  | | --- | --- | | Field Name | Data Type | | DateListed | Date/Time | | ListPrice | Currency | | SqFeet | Number | | Beds | Number | | Baths | Number | | AgentID | Number |   Save the changes to the design of the table and then view the table in Datasheet View. | 12 |
| **8** | Sort the records in the Properties table by the ListPrice field from largest to smallest. Save and close the table. | 10 |
| **9** | Skip: Click Relationships in the Relationships group on the DATABASE TOOLS tab and then add both tables to the Relationships window. Close the Show Table dialog box. | 0 |
| **10** | Skip: Drag the AgentID field from the Agents table and drop it onto the AgentID field in the Properties table. (Hint: Resize the Properties table so that all fields display.) Enforce Referential Integrity and create the relationship. Save changes to the layout and close the relationships window. | 0 |
| **11** | Open the Properties table. Use Filter by Form to create a filter that will identify all properties with a list price less than $300,000 with two bedrooms. Apply the filter and preview the filtered table. Close the table and save the changes. | 14 |
| **12** | Close all database objects. Close the database and then exit Access. Submit the database as directed. | 0 |
|  | **Total Points** | **76** |