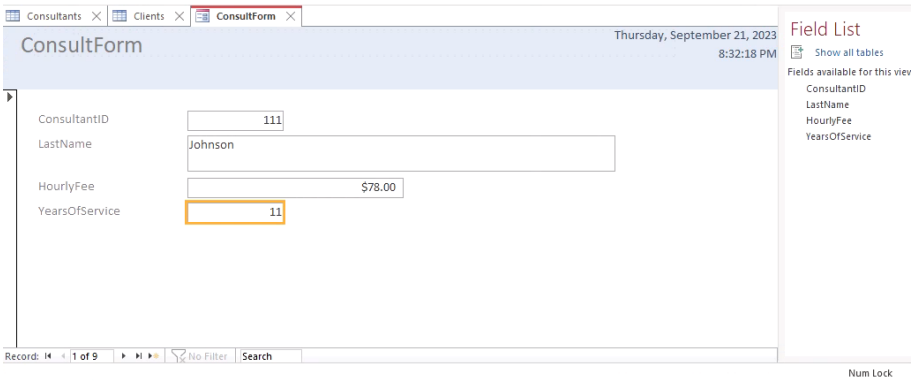
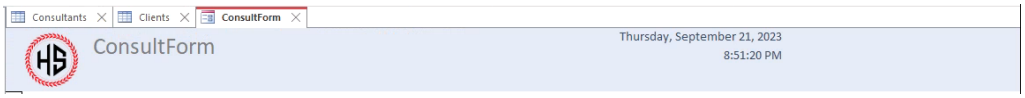
Step 5:



Adding the new record in the table

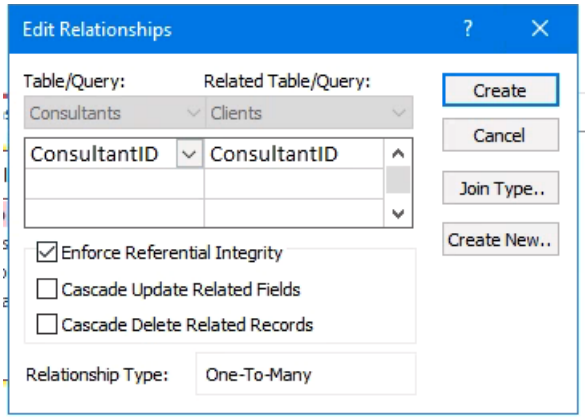
ConsultantID	LastName	HourlyFee	YearsOfServ	Click to Add
101	Patel	$15.00	0	
102	Smithers	$12.00	5	
103	DeMille	$45.00	20	
104	Parker	$28.00	22	
105	Gonzalez	$35.00	17	
106	Pappas	$50.00	19	
107	McDonald	$20.00	12	
108	Larson	$32.00	5	
109	Sawant	$72.00	17	
111	Johnson	$78.00	11	

The record “Johnson” has been added

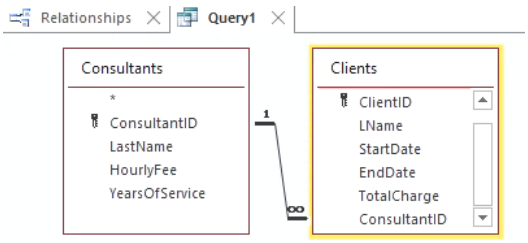


Created and then added the logo

Step 6:

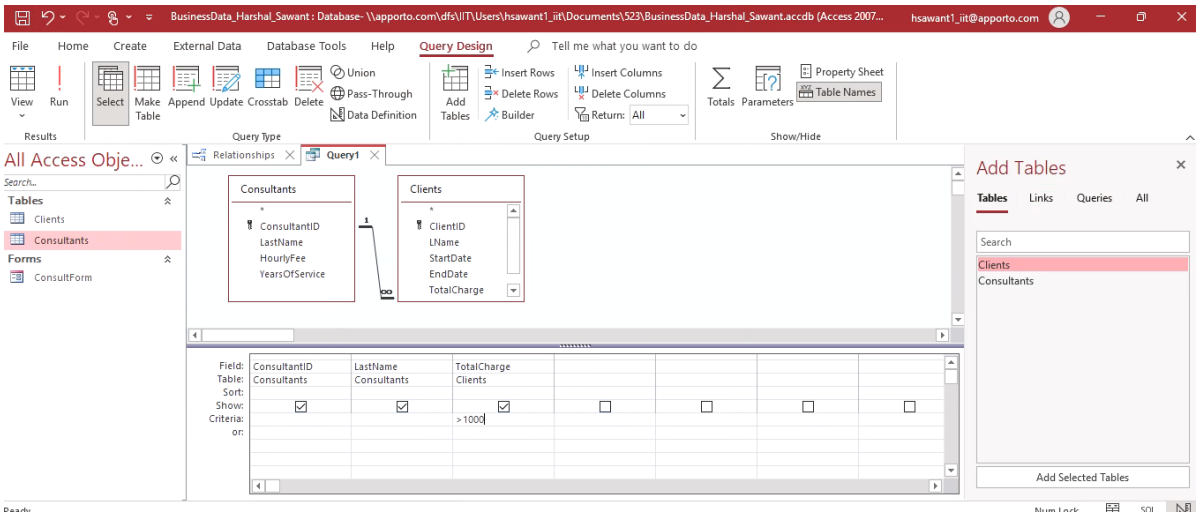


Enforcing referential integrity



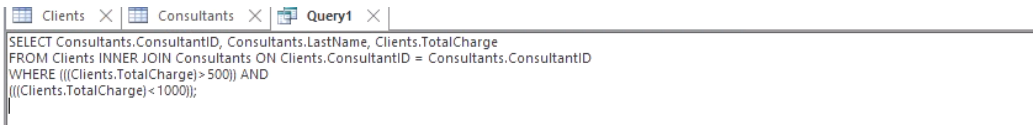
Relationship created.

Step7:



Writing a demo query

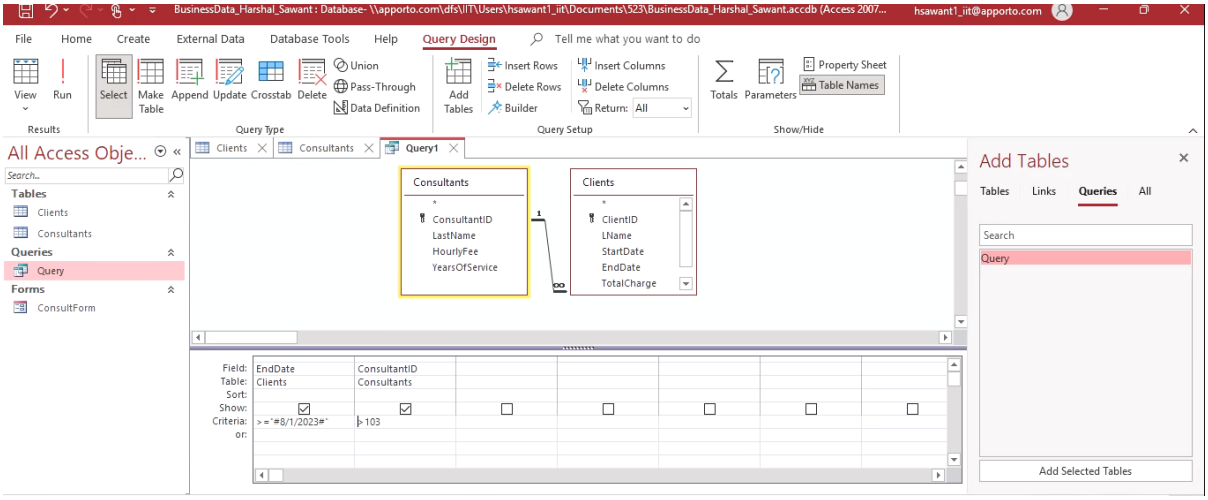
Step 8:



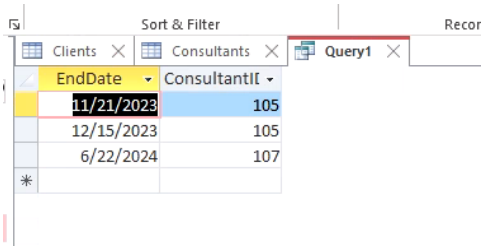
Adjusting the original query to get the desired output

Step 9:

Query 1:

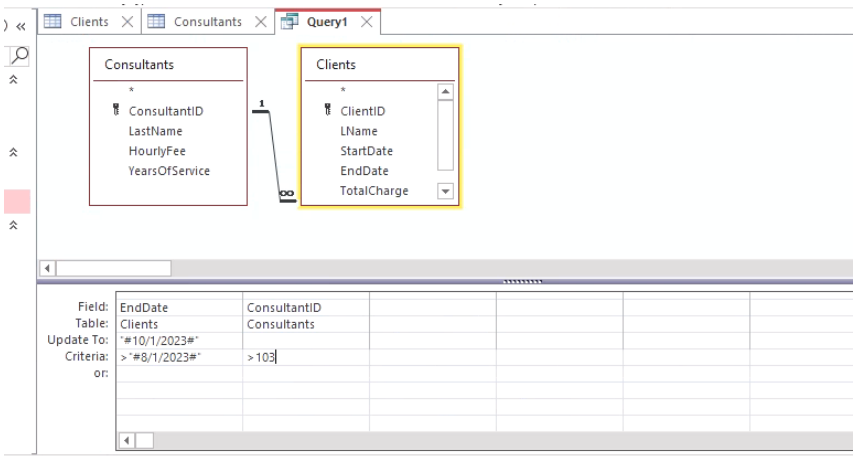


Writing the select query using the specified criteria

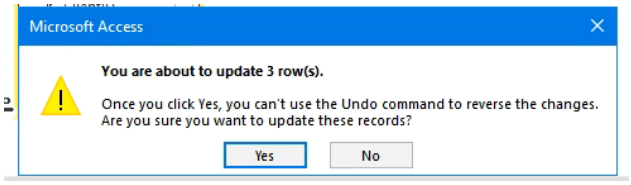


Output of **select** query.

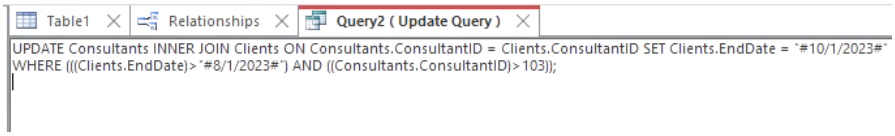
Query 2 :



Update query

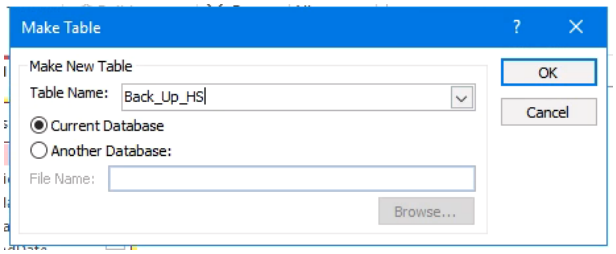


Pop-up after hitting run for **Update** query.

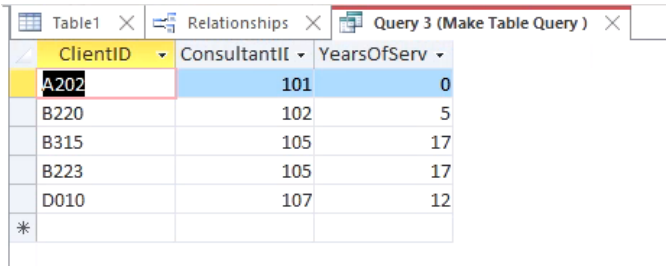


SQL view of **Update** query.

Query 3:

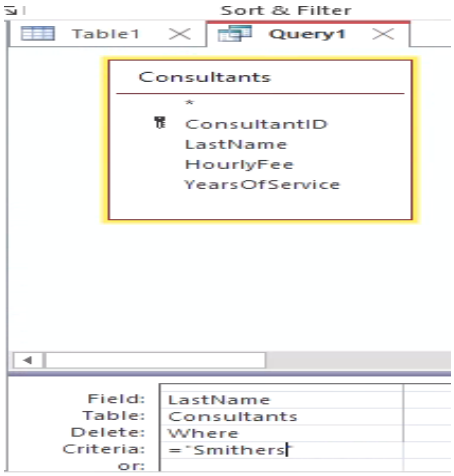


Window for Making new table.

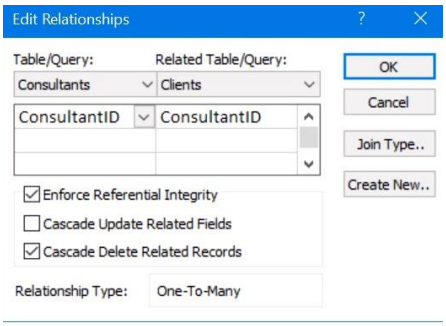


Output of **make table** query

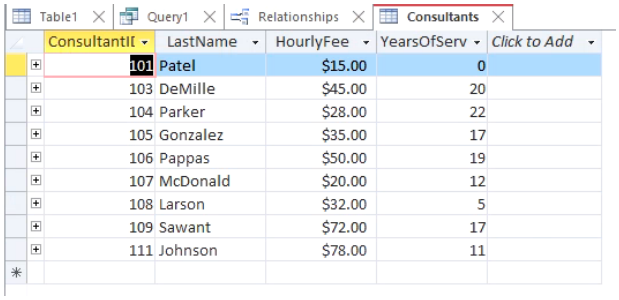
Query 4:



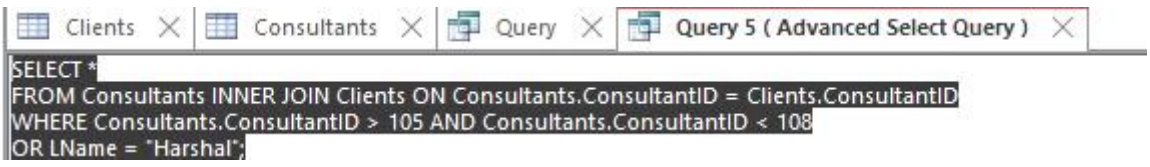
Delete query.



Checking the cascade delete option to make the delete query work



Query 5:



Writing the query which includes both an **AND** and an **OR** operation.

Clients | Consultants | Query | Query 5 (Advanced Select Query)

Consultants.	LastName	HourlyFee	YearsOfServ	ClientID	LName	StartDate	EndDate	TotalCharge	Clients.Cons
107	McDonald	$20.00	12	D010	Harshal	8/22/2023	#10/1/2023#	$1,960.00	107

Output for Advanced select query

Step 11:

Report 1:

rptConsultantsTable

LastName	ConsultantID	HourlyFee	YearsOfService
DeMille	103	$45.00	20
Gonzalez	105	$35.00	17
Johnson	111	$78.00	11
Larson	108	$32.00	5
McDonald	107	$20.00	12
Pappas	106	$50.00	19
Parker	104	$28.00	22
Patel	101	$15.00	0
Sawant	109	$72.00	17

The consultants table report

Report 2:

rptIDFields

ClientID	ConsultantID
A202	101
B315	105
B223	105
D010	107

ID fields report

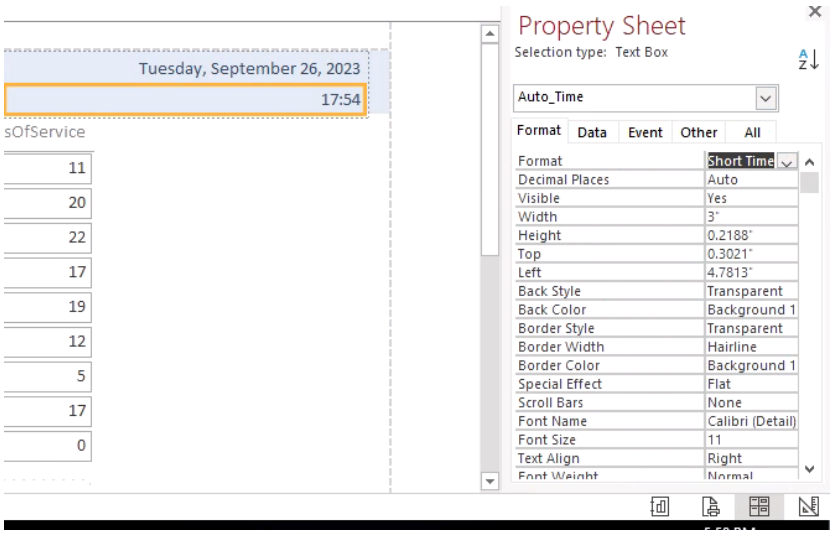
Report 3:

rptDemoQuery

ConsultantID	LastName	TotalCharge
101	Patel	$960.00

Report based on query

Report 4:



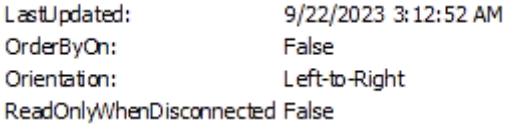
Changing the **Auto_Time** to **Short time** property.

Report 5:

Query report

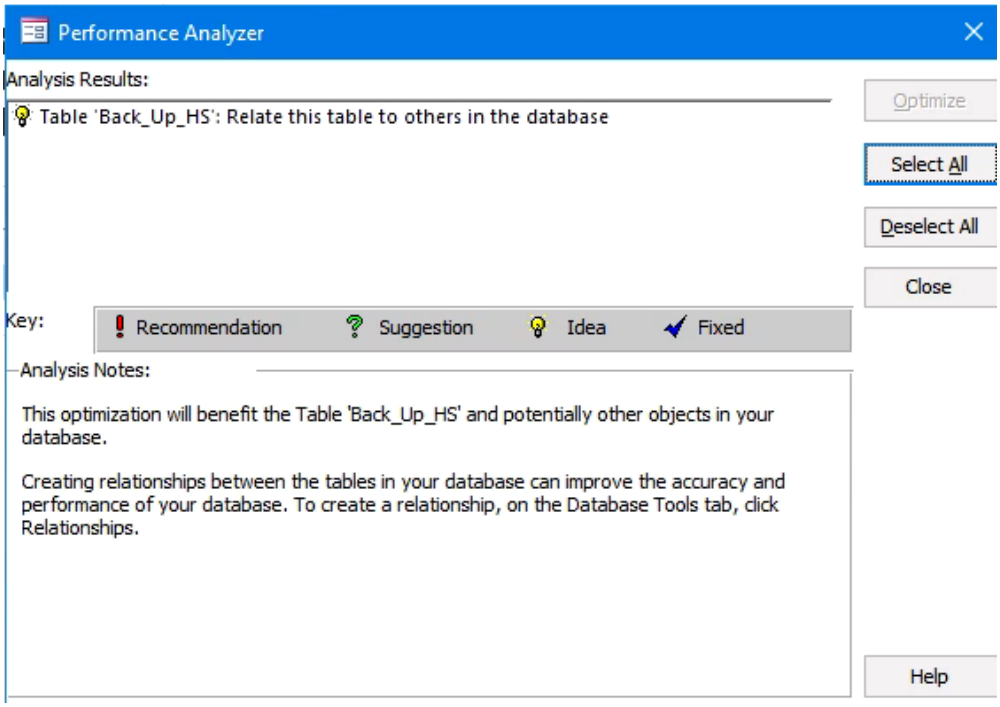
Step 12:

Task 1:



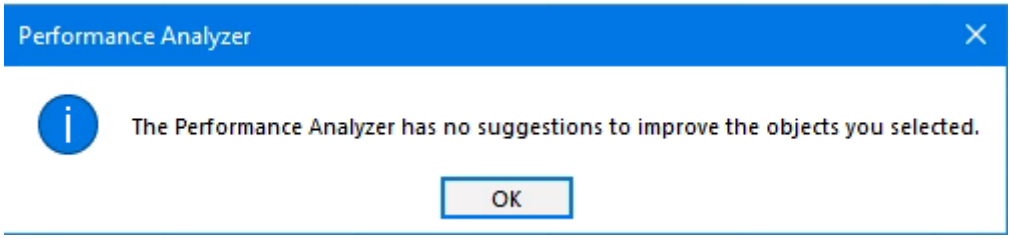
Showing Last updated on current database

Task 2:



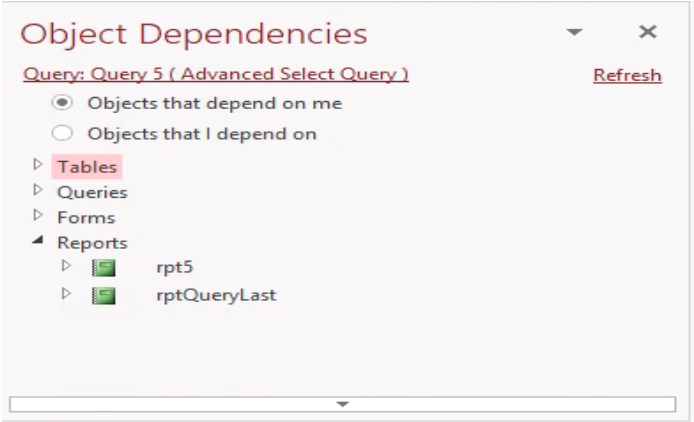
Performance Analyzer observation

Task 3:



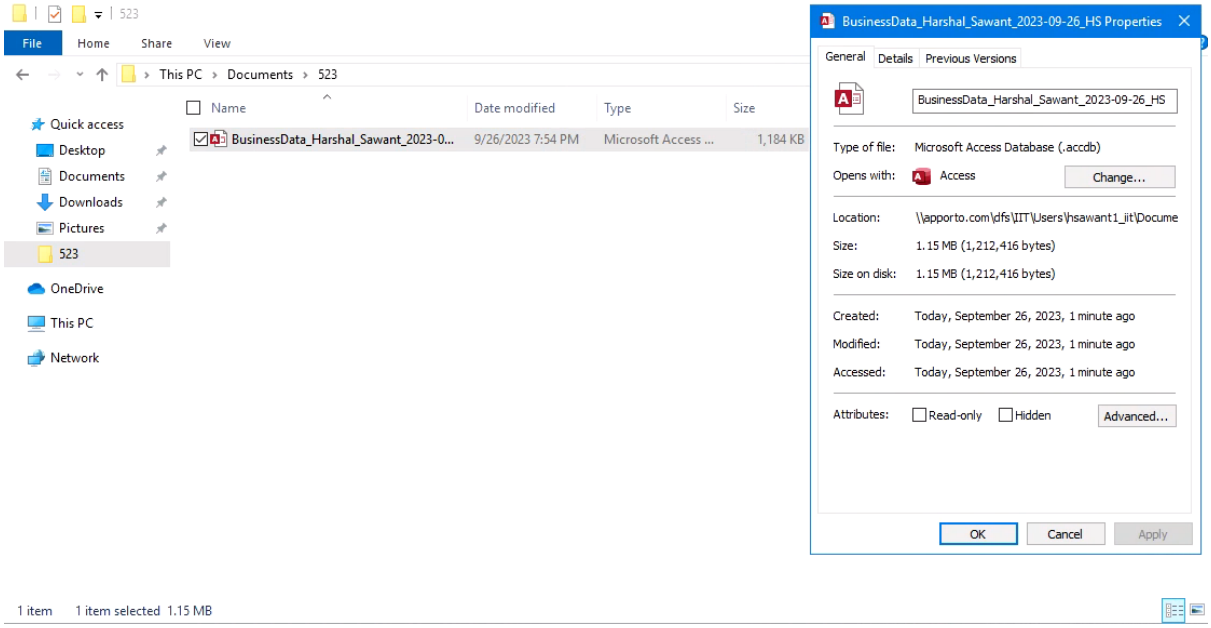
Output after using performance analyzer on Tables.

Task 4:



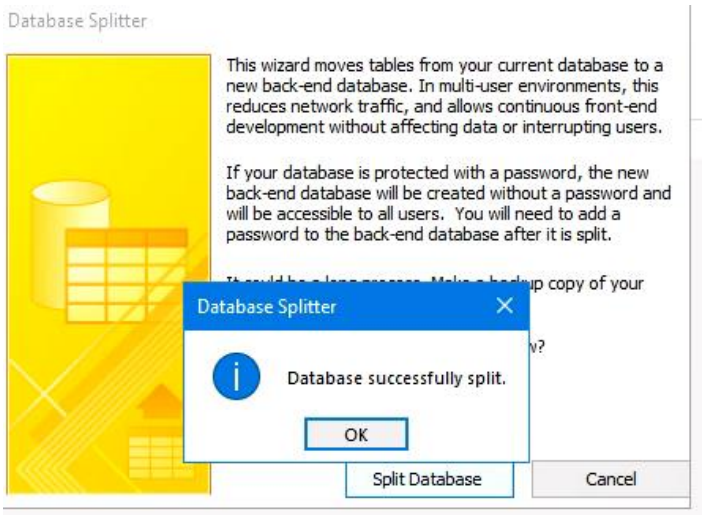
Object dependencies for advanced select query

Task 5:

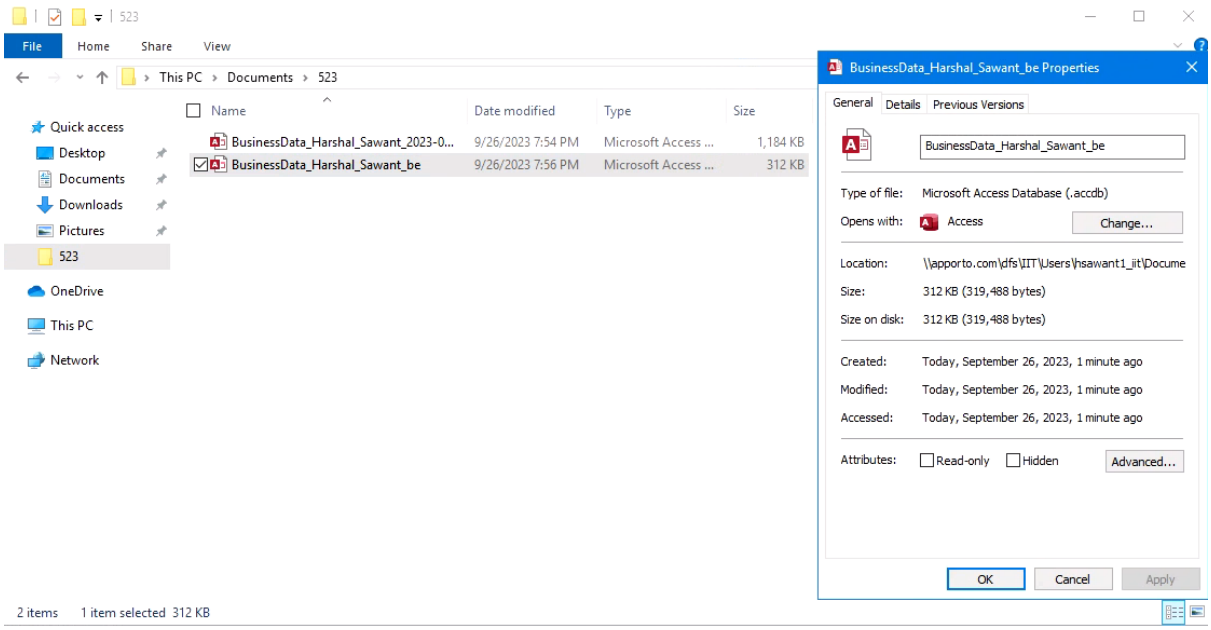


Backup file in file manager

Step 13:



Performing split operation



Split file in file manager

Step 15:

1) List four MS Access data types that were used in one or more of the tables that comprise your database file.

➔ Data Types in MS Access

Text

Number

Data/Time

Currency

2) The **Consultants** table has the ConsultantID field as the primary key and the **Clients** table has the ClientID as its primary key. Which of the two tables, **Consultants** or **Clients**, has a foreign key reference to the other table?

➔ Client Table

3) SQL is a standard for database management. What do the letters in the abbreviation SQL represent? Does a Table object have an SQL view? How do you open the SQL View of a query object?

➔ SQL stands for Structured Query Language. No, a table object does not have a SQL view. When a query is opened, in the MS Access Ribbon, Under the Home Tab, Select View option and change to SQL view.

4) During this project, you queried the two tables that were included in your database file. In your first query, which field of the **Clients** table had this criterion setting? > 1000.

➔ TotalCharge

5) When using the **Report Wizard** to create a report for your tables, which sort order appears by default: Ascending or Descending?

➔ Ascending

6) When using the database documenter, explain how you would navigate this feature to reveal the following information.

➔ The following describes how to use Access's built-in security capabilities to verify object permissions:

1)Activate the Access database.

2)Select the "Database Tools" tab from the Ribbon.

3)Select "User & Group Permissions" from the "Database Tools" menu.

4)A list of the items in your database may be seen on the left side of the "User and Group Permissions" dialog box.

5)Choose the item whose permissions you wish to examine.

6)You can see a list of users and groups who have permissions for the chosen object in the "Users and Groups" section on the right side.

7)To view the precise permissions for a person or group, click on them. You can check if someone has access to read, change, or delete an item.

7) Explain the importance of referential integrity when performing joins, or any modification of a database. Make sure you first define referential integrity.

➔ Referential integrity is a cornerstone idea in database administration. The connections between tables in a database are upheld by a set of rules and restrictions known as referential integrity. This idea has two crucial components. Foreign key and primary key. Referential Integrity guarantees the consistency of data between tables with relationships and ensures overall integrity. Data anomalies are avoided. Referential integrity makes guarantee that the data obtained is correct during joins. Additionally, it places restrictions on database change.