QUERY WORKSHEET

Query #	Query Name	REQUIREMENTS	IMPLEMENTATION

Query

Query in plain English		Input	Name & Program Reference
		☐ User request form	
		☐ Selected from list of queries	
References		Output	Name & Program Reference

Field	Operator	Value(s)	Output checkboxes	Name & Program Reference
			☐ Columnar report	
			☐ Tabular report	
			☐ Bar chart	
			☐ Pie chart	
			☐ Line chart	

Data elements in answer

Column contents	Display format	Sort by order (A or D)	Group by order	Calculation expression	Table source

SQL

Preliminary SQL statement	Program Reference

Project: _____   Developer _____