

Hottest Planets

Creating New Reports

Lesson 34



Score

Activity 112

Directions:

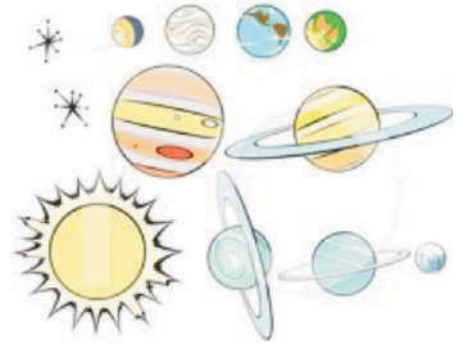
1. Launch MaxData.
2. Open the Planets database.
3. Create a new report with the following specifications.

REPORT NAME : Our Planets

FILTER: None

FIELDS: All

SORT: Distance from the Sun - ascending



4. Save the report as **Hottest Planets**.

Preview

MaxData - Planets - Microsoft Excel						
Home Filters and Reports Report Formatting						
Image	Planet	Distance from Sun (AU)	Orbit Period (Years)	Diameter (Earth = 1)	Volume (Earth	
	Mercury	0.39	0.24	0.38	0.05	
	Venus	0.72	0.62	0.95	0.88	
	Earth	1.00	1.00	1.00	1.00	