Hand In: Database file only in BB

Part I

Download the following file from Blackboard – **yourname LAB7.accdb**

- rename the file accordingly
- Open the database
- From datasheet view, enable totals.
- Use the following for the "totals" row
    - Sales Unit – COUNT
    - Value of Sales Unit – AVERAGE
    - # of Sales Unit Sold – MAXIMUM
    - Actual # Sold – SUM
- Be sure to save your changes

Part II

Create the following 2 tables from within the same database (yourname LAB7)

Tables – Create the following two tables, do not use 255 as a field size for short text.

- **Table 1**
    - **customers**
        - custID – Number, Primary Key
        - custFName – Short Text
        - custLName – Short Text
        - custAddress – Short Text
        - custCity – Short Text
        - custProv – Short Text
- **Table 2**
    - **customerContactInfo**
        - custID – Number, Primary Key
        - custPhone – Short Text
        - custEmail – Short Text
        - custFax – Short Text
- Create the table relationship between these two tables, enforce referential integrity
    - **It should say it is a one-to-one relationship**
- enter 10 rows of test data into each table, make sure the customer IDs match in each table, as this is the information it will be joining the two tables on.

Report subreport

- ❑ Using the **REPORT WIZARD,** create a report with a minimum of 3 fields from the **customers** table
    - ❑ custID must be one of them
- ❑ no grouping
- ❑ Sort by custID
- ❑ Layout and orientation is up to you
- ❑ Name is **rptCust**

Subreport
- ❑ Add a subform/subreport control to the **details** section (under your main information)
- ❑ Include all 4 fields
- ❑ Name this **rptSub**

Additional changes
- ❑ Hide the custID field in the main report and the subreport
- ❑ Add a black line below your subreport in the details section
- ❑ Change the subreport label to read **additional info**
- ❑ Change the header of the report to read **Customer Report**
- ❑ Change the mainform and subform labels to be more professional
  - ○ Ie – if the label was firstName, change it to First Name