**GO16\_AC\_CH02\_GRADER\_2E\_HW - Biology Supplies**

**Project Description:**

*In this project, you will use a database to answer questions about biology laboratory supplies at a college. You will open and save an existing database, create a relationship between two tables, sort records in a table, create queries in Design view, create queries from existing queries, sort query results, and specify criteria in a query.*

**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 file named *go\_a02\_grader\_h1\_Biology\_Supplies.accdb*, and enable the content. | 0 |
| **2** | Using Vendor ID as the common field, create a one-to-many relationship between the Vendors table and the Biology Lab Supplies table. Enforce referential integrity and enable both cascade options. | 6 |
| **3** | Create a relationship report with normal margins, saving it with the default name. Close all open objects. | 6 |
| **4** | In the last record of the Vendors table, change the data in the Vendor ID field from *V-100* to **V-001**, and then close the table. (The related records in the Biology Lab Supplies table will automatically update.) | 3 |
| **5** | In the Sorted Supplies table, sort the records first in descending order by the Price Per Item field and then in ascending order by the Category field. Close the table, saving the changes to the table. | 5 |
| **6** | Create a query in Query Design view based on the Biology Lab Supplies table. Add the following fields to the design grid in the order given: Item ID, Item Name, Room, Location, and Quantity in Stock. Sort the records in ascending order by the Room field and the Location field. Run the query, save it as **Items by Room Query**, and then close the query. | 15 |
| **7** | Copy the Items by Room Query to create a new query with the name **Item Categories Query**. Redesign the query so that the following fields display in the order given: Item ID, Item Name, Category, Vendor ID, and Quantity in Stock. Sort the records in ascending order first by the Category field and then by the Vendor ID field. Run the query, and then close the query, saving the changes to the query. | 16 |
| **8** | Copy the Items by Room Query to create a new query with the name **Supplies Sort Query**. Redesign the query so that the following fields display in the order given: Item Name, Category, Price Per Item, and Quantity in Stock. Sort the records in ascending order by the Category field and in descending order by the Price Per Item field. Run the query, and then close the query, saving the changes to the query. | 16 |
| **9** | Copy the Supplies Sort Query to create a new query with the name **Kits Query**. Redesign the query so that the following fields display in the order given: Item Name, Category, Price Per Item, Quantity in Stock, and Vendor ID. Sort the records in ascending order only by the Item Name field. Set the criteria so that when you run the query only those records display that have **kits** as the Category. Do not display the Category field in the query results. Run the query (six records display). Close the query, saving the changes to the query. | 20 |
| **10** | Create a query in Query Design view based on the Vendors table. Add the following fields to the design grid in the order given: Vendor ID, Vendor Name, and Phone. Sort the records in ascending order by the Vendor Name field. Set the criteria so that when you run the query only those records display that are missing a phone number. Run the query (two records display). Save the query as **Missing Phone Query**, and then close the query. | 13 |
| **11** | Be sure that all database objects are closed, open the Navigation Pane, and then close Access. Submit the *go\_a02\_grader\_h1\_Biology\_Supplies.accdb* database as directed. | 0 |
|  | **Total Points** | **100** |