**GO16\_AC\_CH04\_GRADER\_4G\_HW - Parks and Recreation**

**Project Description:**

*In this project, you will append data from one table to another, modify the design of a table, and, after adding an Attachment field, you will attach a Word document to a database record. You will also create a table to organize youth sports programs that use the facilities.*

**Instructions:**

For the purpose of grading the project you are required to perform the following tasks:

| **Step** | **Instructions** | **Points Possible** |
| --- | --- | --- |
| **1** | Start Access. Download, open, and save the database named *go\_a04\_grader\_h3.accdb*. | 0 |
| **2** | Save a copy of the 4G Community Centers table as the **4G Facilities** table. | 10 |
| **3** | Copy the 4G Parks table and then paste the table, appending the data from it into the 4G Facilities table (the appended table will contain five records). | 12 |
| **4** | Open the 4G Facilities table in Design view. Change the data type for the Entry Fee field to Currency. | 8 |
| **5** | In the Contact field, limit the field size to 20 characters. | 8 |
| **6** | Add a new **Monthly Pass** field between the Entry Fee and Contact fields, with the data type set to Calculated. In the Expression Builder dialog box, enter the calculation as **[Entry Fee]\*15** and change the Result Type to Currency. | 8 |
| **7** | Below the Phone# field, add a new **Directions** field to the table with the data type set to Attachment. | 8 |
| **8** | Select the Phone# field. In the Input Mask box, type **!000\-0000**. Limit the field size to **8** characters. Make entry of data into the field required. View the table in Datasheet view, and save your changes. In the warning message box, click Yes to continue, and then click Yes to continue. | 8 |
| **9** | In the Biscayne Park record, in the Attachment field, double-click, and then from the student data files, attach *a04G\_Biscayne\_Park*. Click OK. Using the same technique, for the Hugo West Center, add the directions that are in the *a04G\_Hugo\_West* file. Close the table. | 8 |
| **10** | Create a table in Design view. In the first Field Name box, type **Sport ID** and select an AutoNumber data type. In the Tools group, click the Primary Key button. | 8 |
| **11** | In the second Field Name box, type **Sport**. In the third Field Name box, type **Season** and select a Lookup Wizard data type. Type the look up list to include **Winter**, **Spring**, **Summer**, and **Fall**. | 10 |
| **12** | Switch to Datasheet view, saving the table as **4G Youth Sports**. | 2 |
| **13** | Populate the table with the following data, and then apply BEST fit to display all data fully:  Sport ID Sport Season  1 **t-ball Spring**  2 **baseball Summer**  3 **fast pitch softball Fall**  4 **basketball Winter**  5 **volleyball Fall** | 10 |
| **14** | Close all database objects. Close the database and then exit Access. Submit the database as directed. | 0 |
|  | **Total Points** | **100** |