**GO16\_AC\_CH05\_GRADER\_5B\_HW - Customer Orders**

**Project Description:**

*This project will be completed by following the Activities in the Project B of your GO! textbook. You can use the print or eText version to locate and read the Activity instructions. For the purpose of grading the project you are required to perform the following tasks:*

**Instructions:**

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

| **Step** | **Instructions** | **Points Possible** |
| --- | --- | --- |
| **1** | Open the file a05B\_Start.accdb downloaded with this project. Then, in your textbook, turn to Project 5B and complete all of the steps in Activities 5.11-5.19 except where changes are indicated below. Do not print unless required by your instructor. | 0 |
| **2** | Complete Activity 5.11 Creating a Select Query Do not save the database with a new name. Do not rename tables or queries. Do not resize field lists. | 8 |
| **3** | Complete Activity 5.12 Converting a Select Query to a Make Table Query In the Make Table dialog box, in the Table Name box, type **5B September Orders** Save the query as **5B Make Table Query** | 6 |
| **4** | Complete Activity 5.13 Creating an Append Query for a Table in the Current Database Do not resize field lists. Save the query as **5B Append August Orders Query** Rename the table as **5B August & September Orders** | 15 |
| **5** | Complete Activity 5.14 Creating an Append Query for a Table in Another Database Do not resize field lists. Save the query as **5B Append to 5B Customers Query** | 10 |
| **6** | Complete Activity 5.15 Creating a Delete Query Do not resize field lists. Save the query as **5B Delete Santa Ana Customers Query** | 16 |
| **7** | Complete Activity 5.16 Creating an Update Query Do not resize field lists. Save the query as **5B Update Postal Codes Query** | 16 |
| **8** | Complete Activity 5.17 Creating an Update Query with an Expression Do not resize field lists. Save the query as **5B Update FedEx Shipping Costs Query** | 16 |
| **9** | Complete Activity 5.18 Viewing the Results of a Query Using an Inner Join Do not resize field lists. | 3 |
| **10** | Complete Activity 5.19 Changing the Join Type to an Outer Join Save the query as **5B Outer Join Query** | 10 |
| **11** | Save and close the file, and then submit the *a05B\_Start.accdb* database for grading. | 0 |
|  | **Total Points** | **100** |