**GO16\_AC\_CH06\_GRADER\_6B\_HW- Rosebud Cafe**

**Project Description:**

*In the following project, you will create a custom input mask, search and replace data in a datasheet, Export XML data, and make a table using the Make Table query.*

**Instructions:**

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

| **Step** | **Instructions** | **Points Possible** |
| --- | --- | --- |
| **1** | Open the file *a06B\_Start.accdb* downloaded with this project. Then, in your textbook, turn to Project 6B and complete all of the steps in Activities 6.11-6.18 except where changes are indicated below. Do not print unless required by your instructor. | 0 |
| **2** | Complete Activity 6.11 Creating a Report Using a Wizard. Do not save the database with a new name. In the What title do you want for your report? box, type **6B Monthly Sales**. In Step 10, do not print unless required by your instructor. | 10 |
| **3** | Complete Activity 6.12 Modifying a Report Created Using a Wizard. | 15 |
| **4** | Complete Activity 6.13 Creating a Report in Design View. Save the report as **6B Total Daily Sales**. | 10 |
| **5** | Complete Activity 6.14 Modifying the Sections of a Report. | 10 |
| **6** | Complete Activity 6.15 Adding Label and Text Box Controls to a Report. In Step 4, in the label control in the footer, type **Submitted by Richard Hale**. | 15 |
| **7** | Complete Activity 6.16 Adding and Image Control to a Report. Logo copied to right side of Title in Header, images aligned at the Bottom Line drawn, Line Thickness=2 pt, Shape Outline-Teal, Accent 2, Darker 25% | 9 |
| **8** | Complete Activity 6.17 Adding a Grouping and Sort Level to a Report. | 15 |
| **9** | Complete Activity 6.18 Adding Calculated Controls to a Report. In Step 22, do not print unless required by your instructor. | 16 |
| **10** | Save the database. Close the database, and then exit Access. Submit the database as directed. | 0 |
|  | **Total Points** | **100** |