#### DA 6223 Exercise 3

Upload your project under Exercise 3 and answer the questions on Canvas.

Create a new project. Add a new process flow and rename it as Exercise 3 Problems. Assign ORION Library.

### Problem 1

Creating a New Table in the Filter and Sort Task with a Basic Filter

Use the Filter and Sort task to create a new table with San Diego employees sorted in postal code order.

- a. Create a new project. Add a new process flow and rename it as Problem 1, 2, 3 and 4. Assign ORION Library (use a task or a program).
- b. Open the **employee addresses** data.
- c. Using the Filter and Sort task, create a new table for the San Diego office manager. This table should include **Employee\_ID**, **Employee\_Name**, **Street\_Number**, **Street\_Name**, and **Postal\_Code**.
  - Create a filter to include only employees from San Diego in the output table.
  - Order the output table in ascending postal code order.
  - Name the task and output table **SanDiegoEmployees**.
  - Submit the task to create the new table.
  - Check the results.
- d. How many employees live in San Diego?

#### Problem 2

Creating a New Table in the Query Builder with a Basic Filter

Use the Query Builder to create a new table that includes all employees with the word Sales in their job titles.

- a. Add the employee organization data set.
- b. Use the Query Builder to create a query named **Sales Employees Query** and a table named **sales\_emps**. Include all employees that contain the word Sales as part of their job titles (Hint: When you create the filter, remember that Sales is case sensitive).
  - Which one of the following operators is suitable for writing this filter? Equal to, Contains,
    Between or In a list.
- c. Include all columns and sort the resulting table by **Department**.
- d. Run the guery and verify the results.

# Problem 3

## Using a Compound Filter in the Query Builder to Create a Table

Use the Query Builder to create a table that includes all employees with the word Chief or Manager in their job titles. Use the **employee\_master** dataset.

- a. Use the Query Builder to create a query named Offsite Meeting Query and a table named **meeting\_emps**.
  - Include these columns: **Employee\_ID, Employee\_Name, Department, and Job\_Title**.
  - Filter the data to keep rows where the job title contains the word **Chief** or **Manager**. Note: When entering values, remember that Chief and Manager are case sensitive.
  - Order the output table by ascending Department and then Employee ID.
- b. Run the query and answer the following question:
- c. How many rows are in the new meeting\_emps table?