```
create database office;
 use office;
⊡-- DML commands: used to manage and manipulate data
 -- The main DML commands are:
 -- Command
                          Purpose
 -- SELECT ---> Retrieve data from one or more tables.
 -- INSERT ---> Add new rows (records) into a table.
 -- UPDATE ---> Modify existing rows in a table.
 -- DELETE ---> Remove existing rows from a table.
 CREATE TABLE employees (
     emp_id INT PRIMARY KEY,
     emp name VARCHAR(100),
     department VARCHAR(50),
     salary DECIMAL(10, 2)
```

```
-- a) INSERT → Add new data
INSERT INTO employees (emp_id, emp_name, department, salary)
VALUES
(1, 'Alice', 'HR', 60000.00),
(101, 'Alice', 'HR', 60000.00),
(102, 'Bob', 'IT', 75000.00),
(103, 'Charlie', 'Finance', 70000.00);

--b) SELECT → Fetch data
select * from employees;
```

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|-----|--------|----------|------------|----------|
| | emp_id | emp_name | department | salary |
| 1 | 1 | Alice | HR | 60000.00 |
| 2 | 101 | Alice | HR | 60000.00 |
| 3 | 102 | Bob | IT | 75000.00 |
| 4 | 103 | Charlie | Finance | 70000.00 |

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```
-- c) UPDATE → Modify existing data
update employees
set salary = 90000.00
where emp_id = 102;
select * from employees;
```

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Results Messages

| | emp_id | emp_name | department | salary |
|---|--------|----------|------------|----------|
| 1 | 1 | Alice | HR | 60000.00 |
| 2 | 101 | Alice | HR | 60000.00 |
| 3 | 102 | Bob | IT | 90000.00 |
| 4 | 103 | Charlie | Finance | 70000.00 |

```
-- d) DELETE → Remove data

delete from employees

where emp_id = 1;

select * from employees; -- Record from row1 has been deleted
```

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Results Messages

| | emp | _id emp_nar | me departme | nt salary |
|---|-----|-------------|-------------|-----------|
| 1 | 101 | Alice | HR | 60000.00 |
| 2 | 102 | Bob | IT | 90000.00 |
| 3 | 103 | Charlie | Finance | 70000.00 |