## Screenshots and discussion to provide assignment evidence

There are other tasks to do – **read the assignment brief**!

But – the following will provide the evidence of the database that you have created.

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| **Evidence** | **How to provide the evidence** |
| Requirements specification | Create a requirements specification based on what the database has to do to meet the needs. |
| ERD | Do:   * An ERD diagram * a list of the tables and attributes in standard notation |
| Data dictionary | The data dictionary should show the tables fields, data type and any validation on any of the fields. |
| Tables | Screenshots in design view and table view.  Discuss how tables are a way of storing data – **think of everything you know!!! There is a lot that you can say about tables and data!!!** |
| Forms | Screenshots of all the forms in design view and form view.  Discuss how forms allow input of data and discuss why a main form/sub form combination is useful form order entry databases – use yours as an example. |
| Queries | Screenshots in design view and query running view.  Discuss why parameter queries are useful.  Discuss why multi-table queries are useful. (Think about it!!!)  Use yours as an example. |
| Reports | Screenshots in design view and report view.  Discuss why reports are a useful method of output. |
| Interface | Screenshot(s) of the menu system.  Discuss why a menu driven interface is useful, discuss how you can use labels, buttons etc to create the interface.  The menu system should allow the user to access the forms, queries and reports. |
| Macro | Do an autoexec macro to startup the menu form when Access starts.  Screenshot in design view and discuss the advantages. |