**Use case**

query wizard

**Scope**

The scope of this use case is to create query wizard

**Actors**

Company

**Activation**

The use case starts when the user selects the Create tab, locate the query wizard .

**Description**

This use case describes how can quickly access, calculate, and summarize the records that they pull from the various tables. Access provides you with a simple query wizard which you can use to initially create queries.

**Flow description**

1. Click the create tab
2. Go to the query wizard
3. Chose the table name
4. Under available field , double-click the field to add the selected fields list . if you want to add all field to your query .click button with the double right arrows (>>)
5. Click next the

**Termination**

The use case terminates when user saves the query wizard