INSTRUCTOR’S MANUAL

TO ACCOMPANY

**DAVID M. KROENKE AND DAVID J. AUER**

Database Processing

*Fundamentals, Design, and Implementation*

13th Edition

APPENDIX A

GETTING STARTED WITH MICROSOFT ACCESS 2013



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* CHAPTER OBJECTIVES

To create databases in Microsoft Access 2013

To create tables in Microsoft Access 2013

To understand Microsoft Access 2013 data types

To insert data into tables in Microsoft Access 2013

To create relationships between tables in Microsoft Access 2013

To create Query-by-Example (QBE) queries in Microsoft Access 2013

To understand the use of the Form Wizard in Microsoft Access 2013

To understand the use of the Report Wizard in Microsoft Access 2013

* ERRATA

There are no known errors at this time. Any errors that are discovered in the future will be reported and corrected in the Online DBP e13 Errata document, which will be available at [http://www.pearsonhighered.com/kroenke](http://www.pearsonhighered.com/kroenke/).

* TEACHING SUGGESTIONS

Microsoft Access 2013 provides a good starting point for student DBMS use. Microsoft Access 2013 is commonly available in many computer labs, and many students will already be familiar with the software.

If your students are not familiar with Microsoft Access 2013, use this material at the start of your class. It should be completed before, or soon after, you start Chapter 1. Chapter 1 assumes student familiarity with Microsoft Access 2013, and the chapter figures contain screenshots from a database in Microsoft Access. In addition, the Chapter 1 Project Questions require student use of Microsoft Access 2013.

Microsoft Access 2013 is one of the software programs included in the set of software available through the Microsoft Developers Network Academic Alliance (MSDNAA) program. Participation by your department in this program will allow you to make Access available to your students for academic purposes at no cost to them. See the MSDNAA Web site (<http://msdn.microsoft.com/en-us/academic/default.aspx>) for more information.

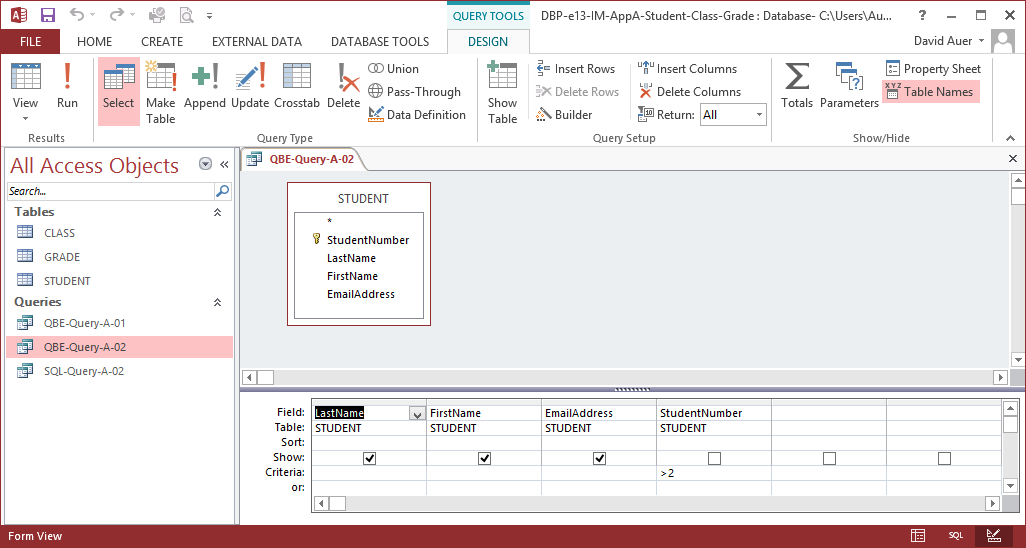
The material in this Appendix is not intended to be a full coverage of Microsoft Access 2013. If you want your students to have a better Microsoft Access 2013 reference, you might consider supplementing this text with a Microsoft Access 2013 text book.

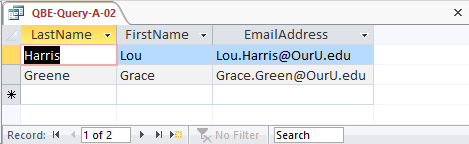
Keep in mind that starting with Chapter 2, this text uses and illustrates features not available in Microsoft Access 2013. There are versions of Microsoft SQL Server 2012, Oracle Database 11*g* Express Edition and MySQL 5.6 that can be downloaded at no cost. Consider using one of these DBMSs as your primary teaching tool for later chapters.

* ANSWERS TO REVIEW QUESTIONS

1. Using the Student-Class-Grade database that you created in this Appendix:
   1. Create and run an Access QBE query to duplicate the results in Figure 1-10. Save the query as QBE-Query-A-02.

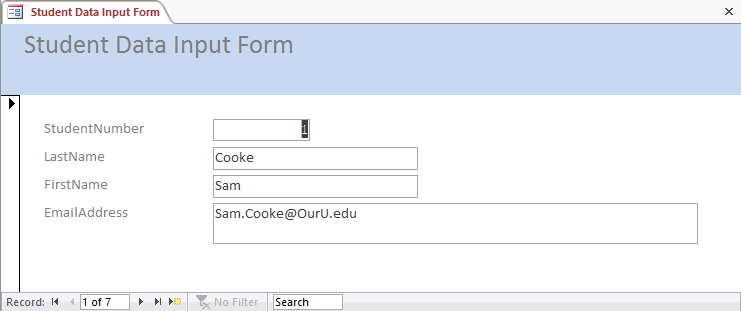
See the file DBP-e13-IM-AppA-Student-Grade-Class.aacdb.

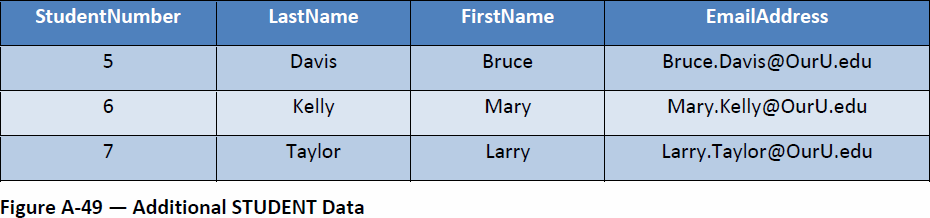


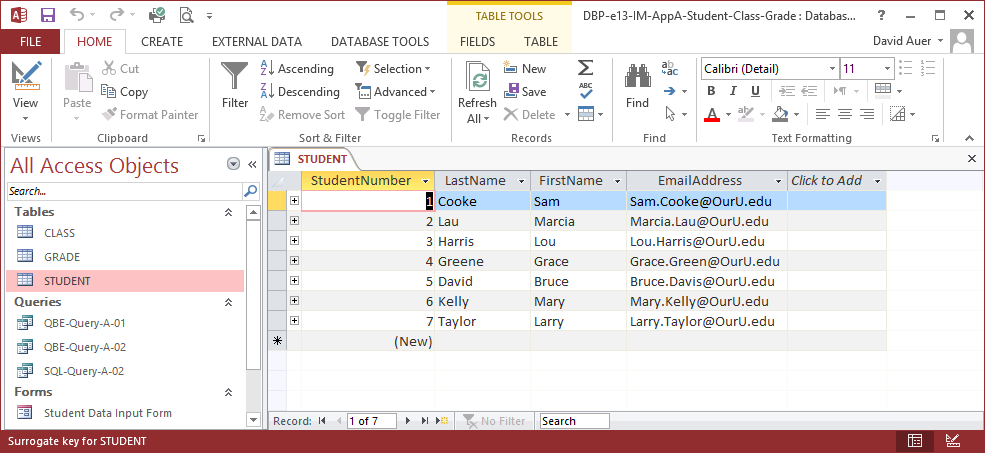


* 1. Use the Form Wizard to create a data input form for the STUDENT table. Name the form **Student Data Input Form**. Using the student data shown in Figure A-49, add the new students to the STUDENT table.

See the file DBP-e13-IM-AppA-Student-Grade-Class.aacdb.

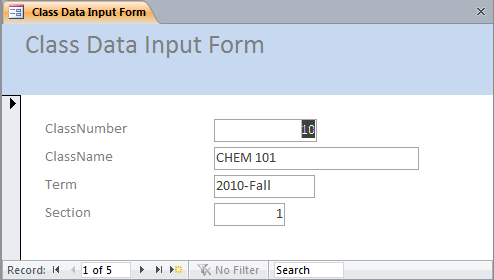


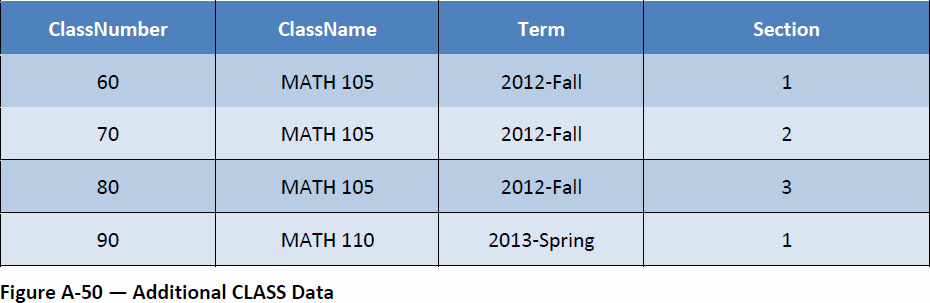


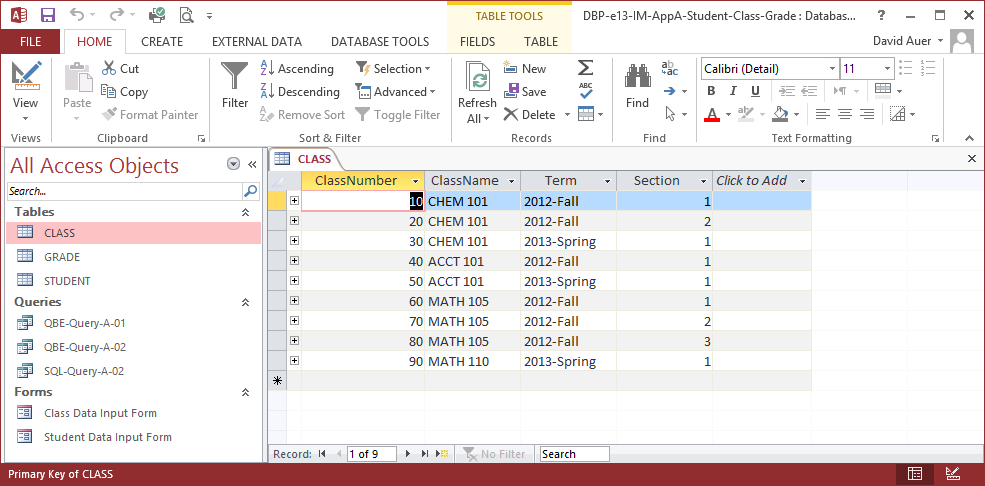


* 1. Use the Form Wizard to create a data input form for the CLASS table. Name the form **Class Data Input Form**. Using the class data shown in Figure A-50, add the new classes to the CLASS table.

See the file DBP-e13-IM-AppA-Student-Grade-Class.aacdb.

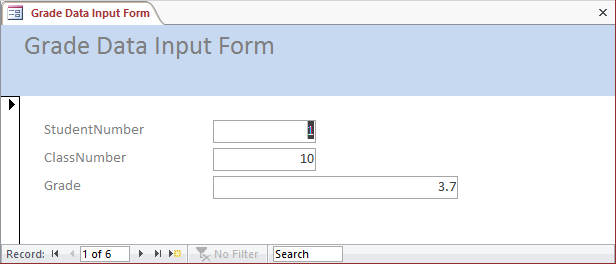


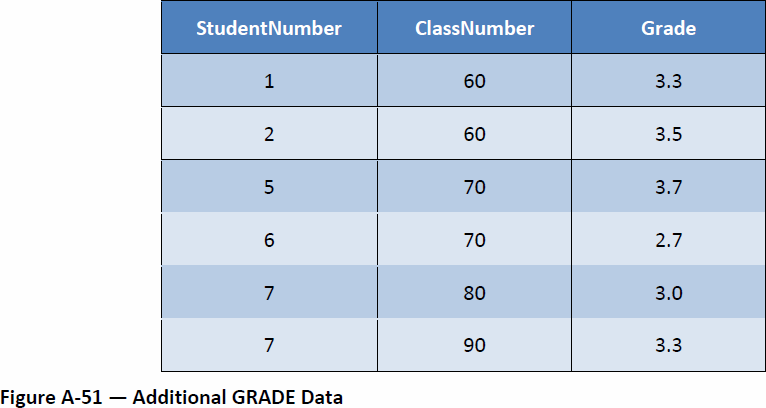


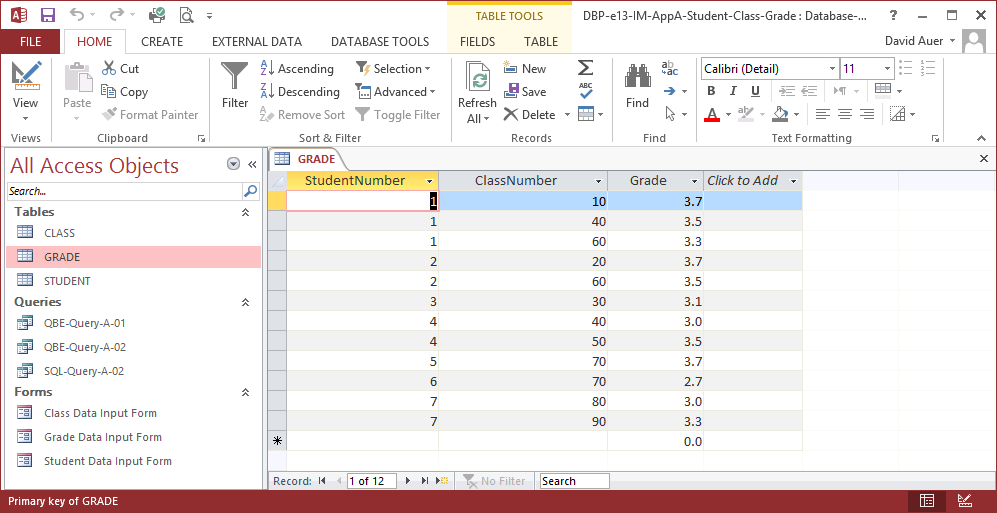


* 1. Use the Form Wizard to create a data input form for the GRADE table. Name the form **Grade Data Input Form**. Using the grade data shown in Figure A-48, add the new grades to the GRADE table.

See the file DBP-e13-IM-AppA-Student-Grade-Class.aacdb.

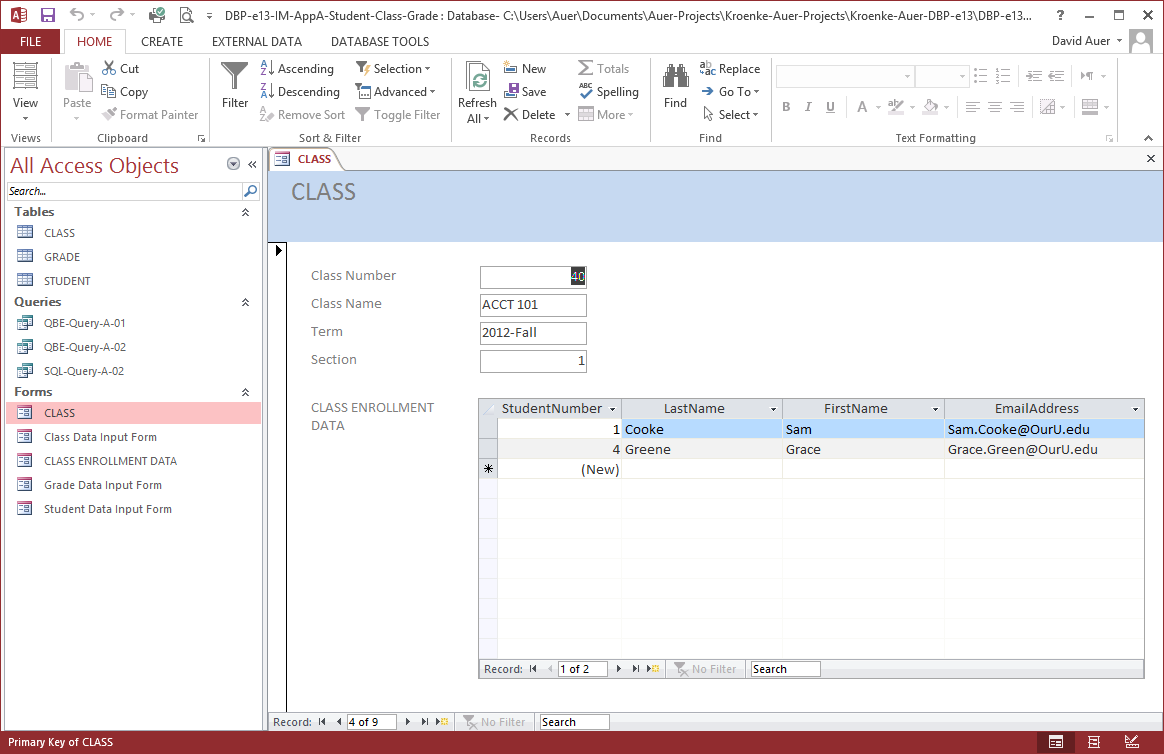






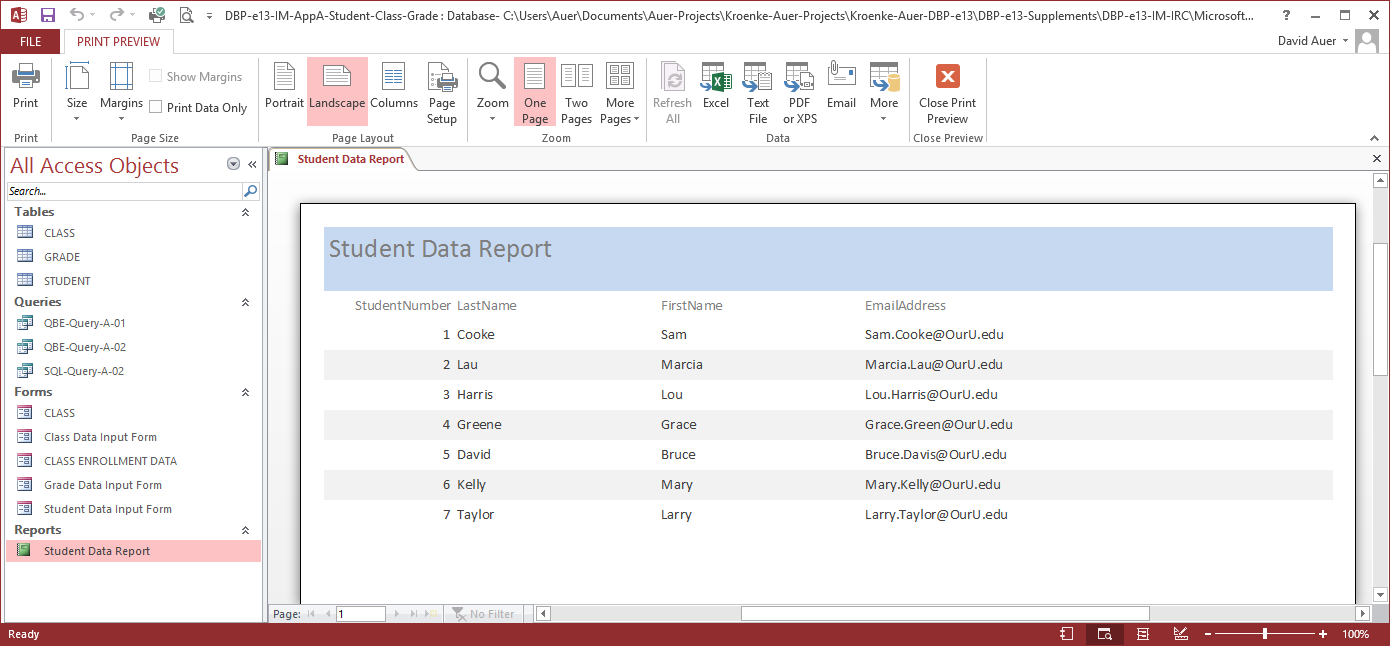
* 1. Use the Form Wizard to duplicate the CLASS form in Figure 1-9. Note that this form uses more than one table.

See the file DBP-e13-IM-AppA-Student-Grade-Class.aacdb. Formatting this form requires the use of Design View.



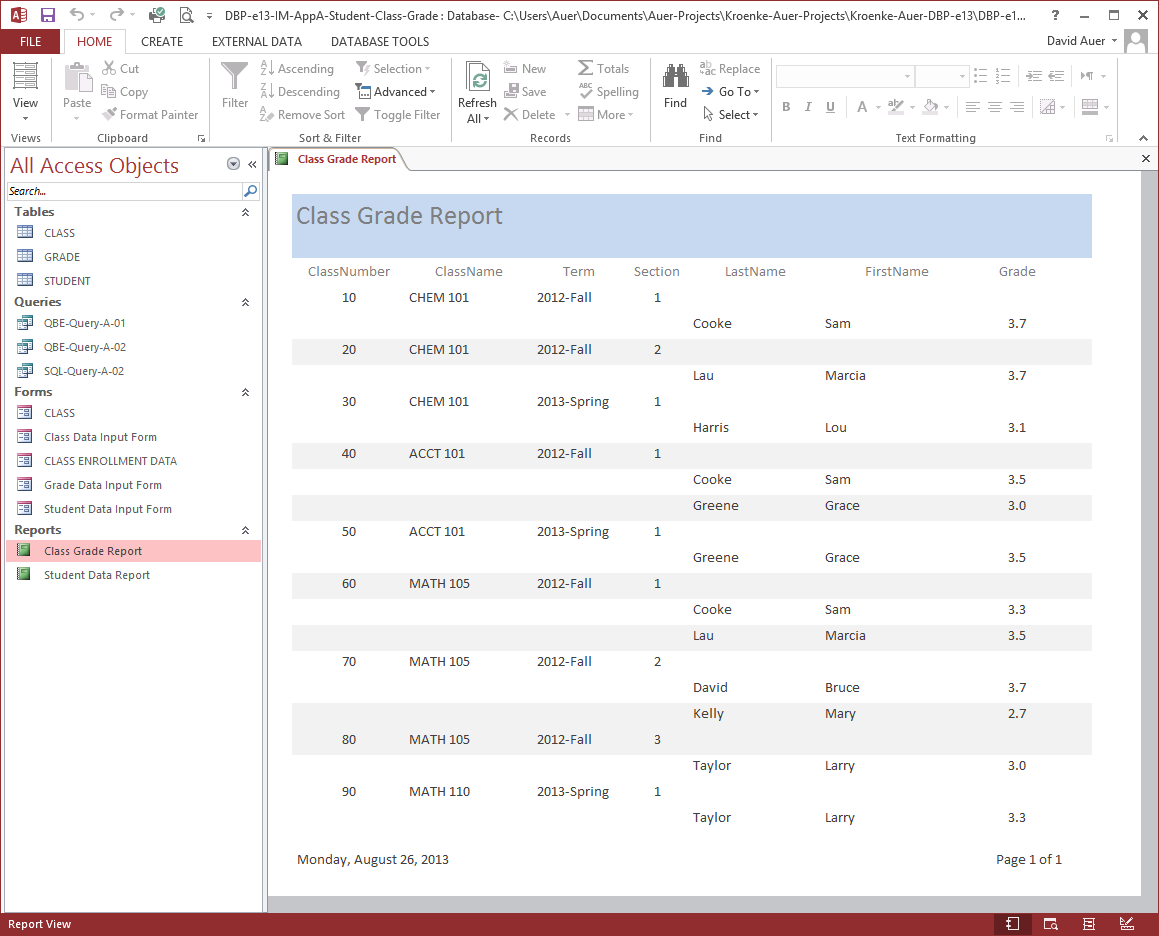
* 1. Use the Report Wizard to create a report of the data in the STUDENT table. Name the report **Student Data Report**.

See the file DBP-e13-IM-AppA-Student-Grade-Class.aacdb.



* 1. Use the Report Wizard and the CLASS, STUDENT and GRADE tables to duplicate the **Class Grade Report** shown in Figure 1-11. Note that your version of this report will display additional data because of the data you added to the database in steps B, C and D above.

See the file DBP-e13-IM-AppA-Student-Grade-Class.aacdb. Formatting this report requires the use of Design View.

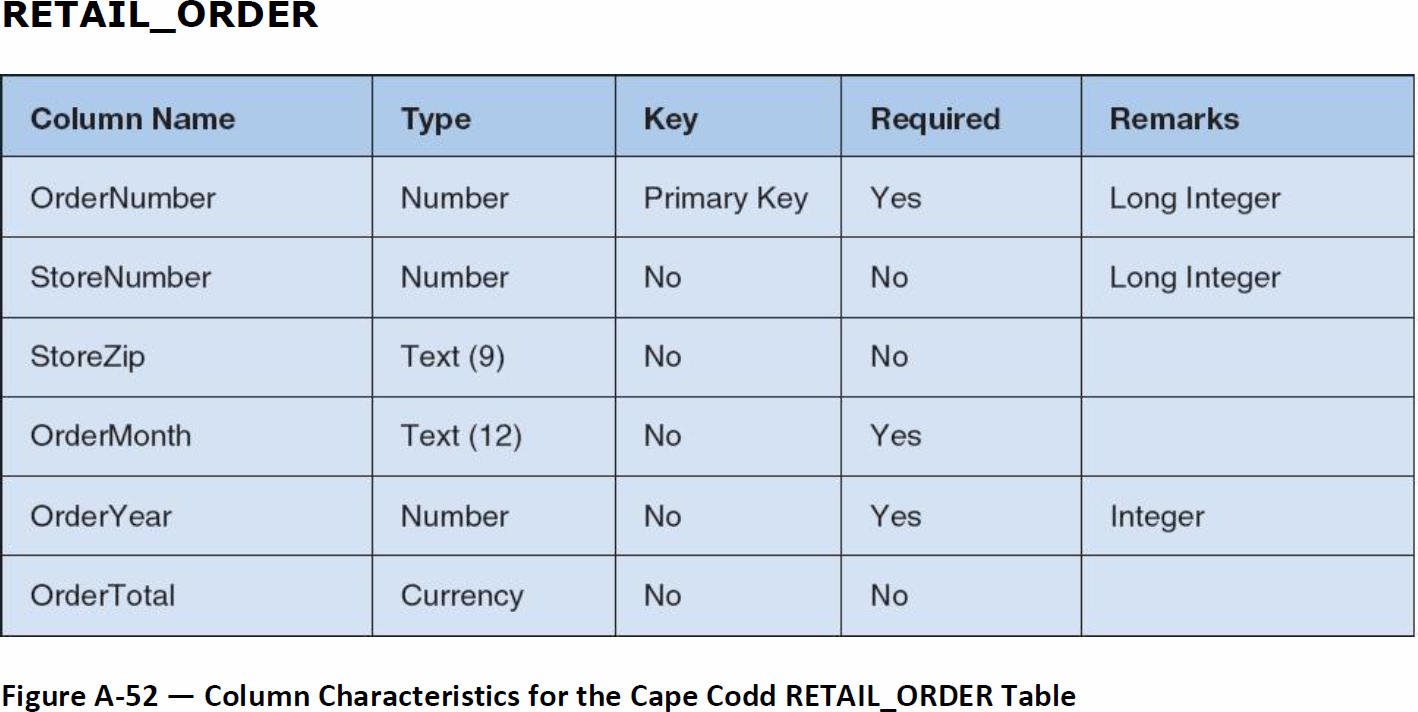


1. In this exercise, you will build the Cape Codd database used for the SQL examples in Chapter 2. The Access 2013 tables and relationships are shown in Figure 2-2.
   1. Create a new Access 2013 database named Cape-Codd.accdb.

See the file DBP-e13-IM-AppA-Cape-Codd.aacdb.

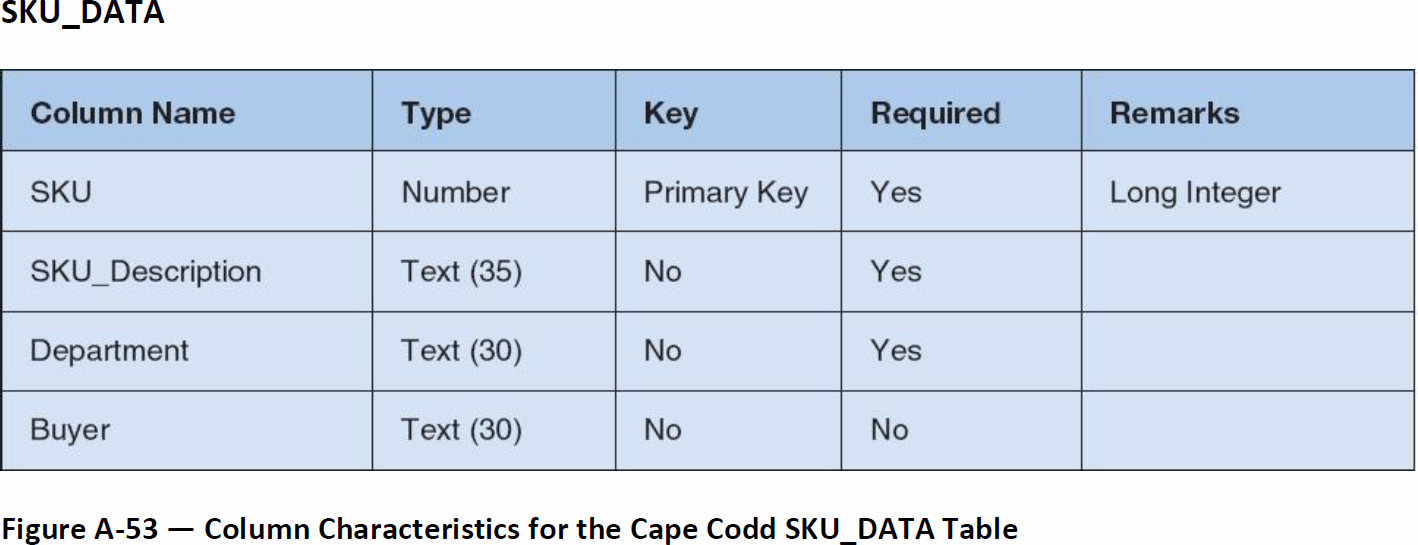
* 1. The column characteristics for the RETAIL\_ORDER table are shown in Figure A-51. Create the RETAIL\_ORDER table.

See the file DBP-e13-IM-AppA-Cape-Codd.aacdb.



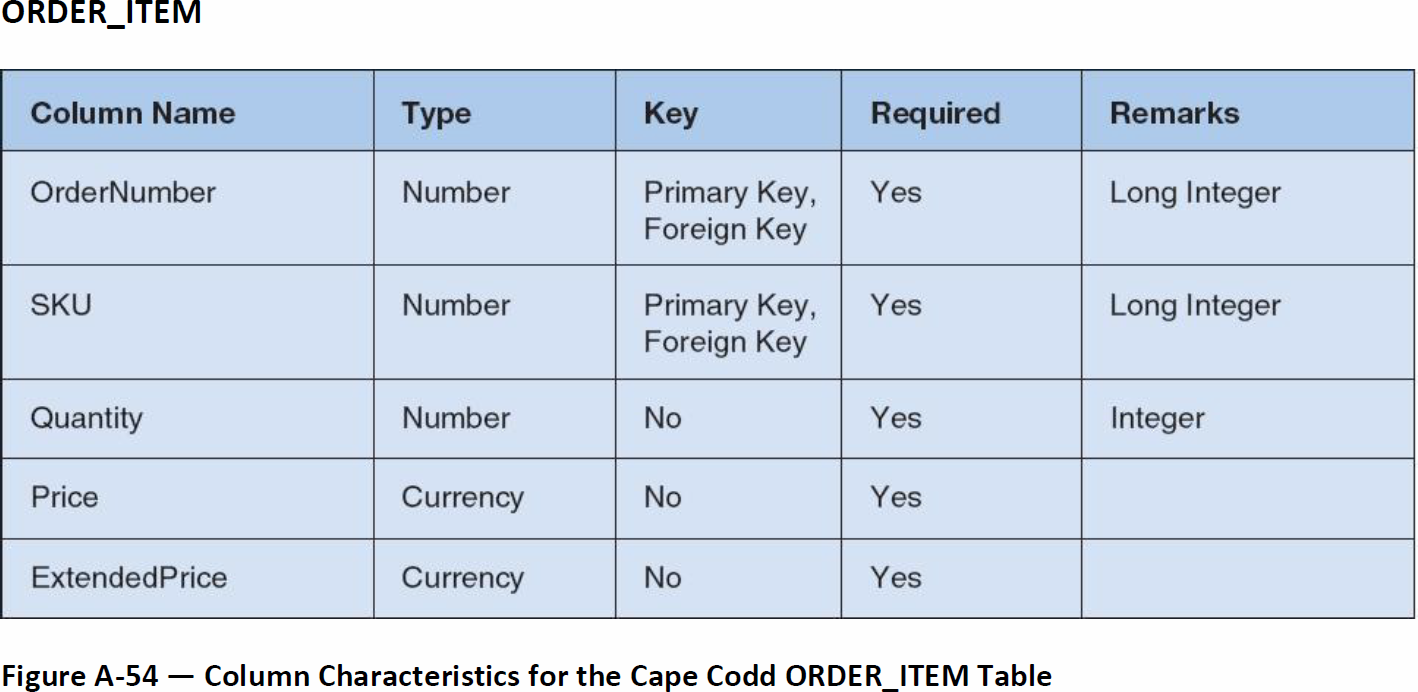
* 1. The column characteristics for the SKU\_DATA table are shown in Figure A-53. Create the SKU\_DATA table.

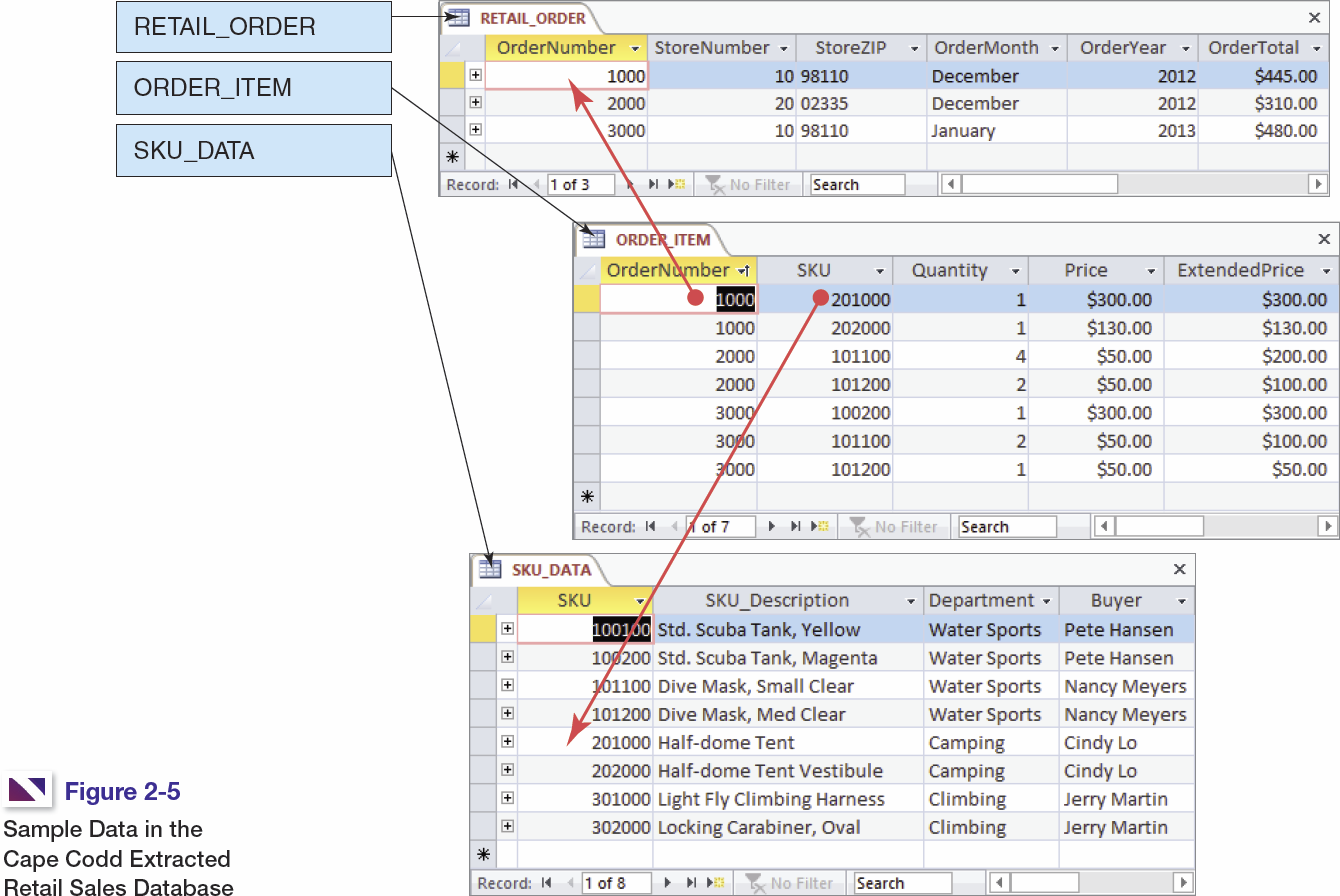
See the file DBP-e13-IM-AppA-Cape-Codd.aacdb.



* 1. The column characteristics for the ORDER\_ITEM table are shown in Figure A-54. Create the ORDER\_ITEM table.

See the file DBP-e13-IM-AppA-Cape-Codd.aacdb.





* 1. The data for the RETAIL\_ORDER table are shown in Figure 2-5. Populate the RETAIL\_ORDER table.

See the file DBP-e13-IM-AppA-Cape-Codd.aacdb.

* 1. The data for the SKU\_DATA table are shown in Figure 2-5. Populate the RETAIL\_ORDER table.

See the file DBP-e13-IM-AppA-Cape-Codd.aacdb.

* 1. Create the relationship between the RETAIL\_ORDER and ORDER\_ITEM tables. Be sure to enforce referential integrity.

See the file DBP-e13-IM-AppA-Cape-Codd.aacdb.

* 1. Create the relationship between the SKU\_DATA and ORDER\_ITEM tables. Be sure to enforce referential integrity.

See the file DBP-e13-IM-AppA-Cape-Codd.aacdb.

* 1. The data for the ORDER\_ITEM table are shown in Figure 2-4. Populate the RETAIL\_ORDER table.

See the file DBP-e13-IM-AppA-Cape-Codd.aacdb.

* 1. Why did you enter the ORDER\_ITEM data only after creating the relationships between the tables?

When the ORDER\_ITEM table was populated, the RETAIL\_ORDER and SKU\_DATA table were already populated with data. Therefore, the values of ORDER\_ITEM.OrderNumber and ORDER\_ITEM.SKU are now foreign key values of the primary key RETAIL\_ORDER.OrderNumber and SKU\_DATA.SKU values. In order for the referential integrity constraints to not be immediately violated, the primary key values had to be populated before the constraint was created. Further, by entering the ORDER\_ITEM data after referential integrity constraints were created, we made sure that no inappropriate values could be inserted into ORDER\_ITEM.OrderNumber and ORDER\_ITEM.SKU.

* 1. Create a QBE query to display Department and Buyer in the SKU\_DATA table. Save the query as QBE-Query-A-RQ-01.

See the file DBP-e13-IM-AppA-Cape-Codd.aacdb.

