

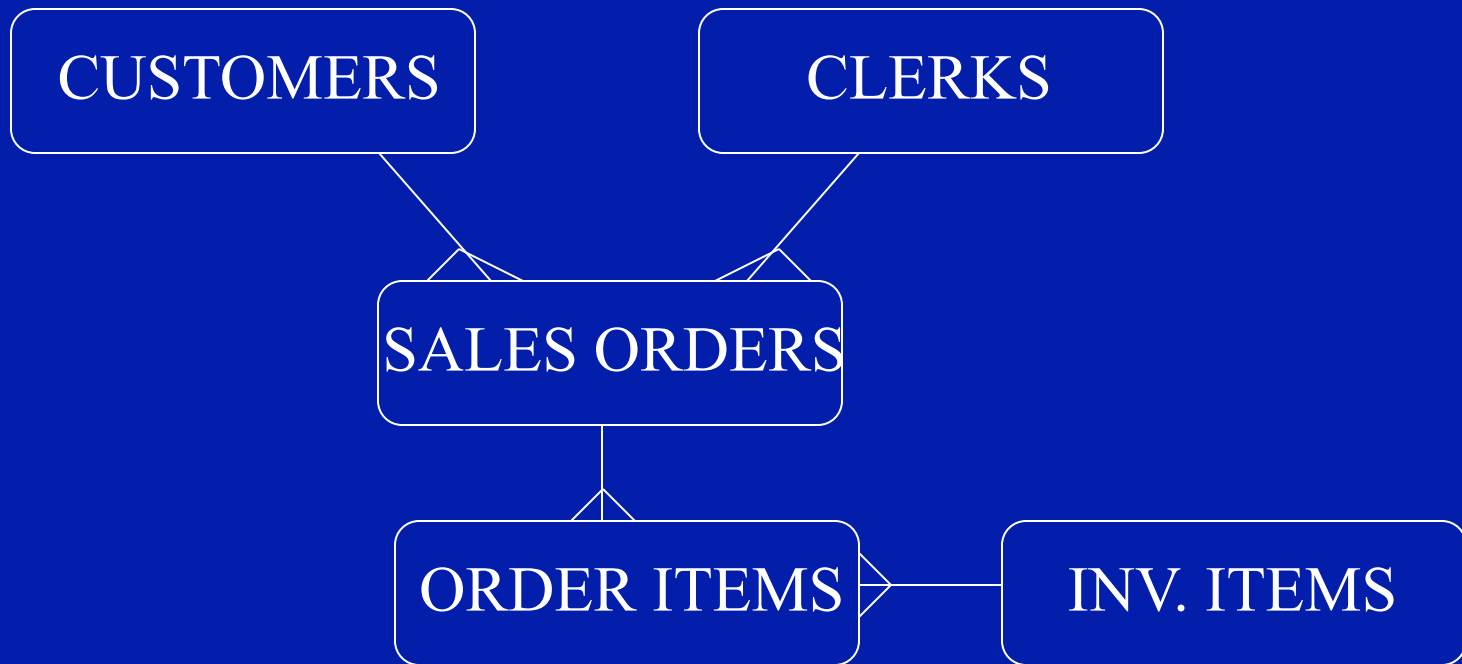
INFM 603 – Information Technology
and Organizational Context
Lecture 9

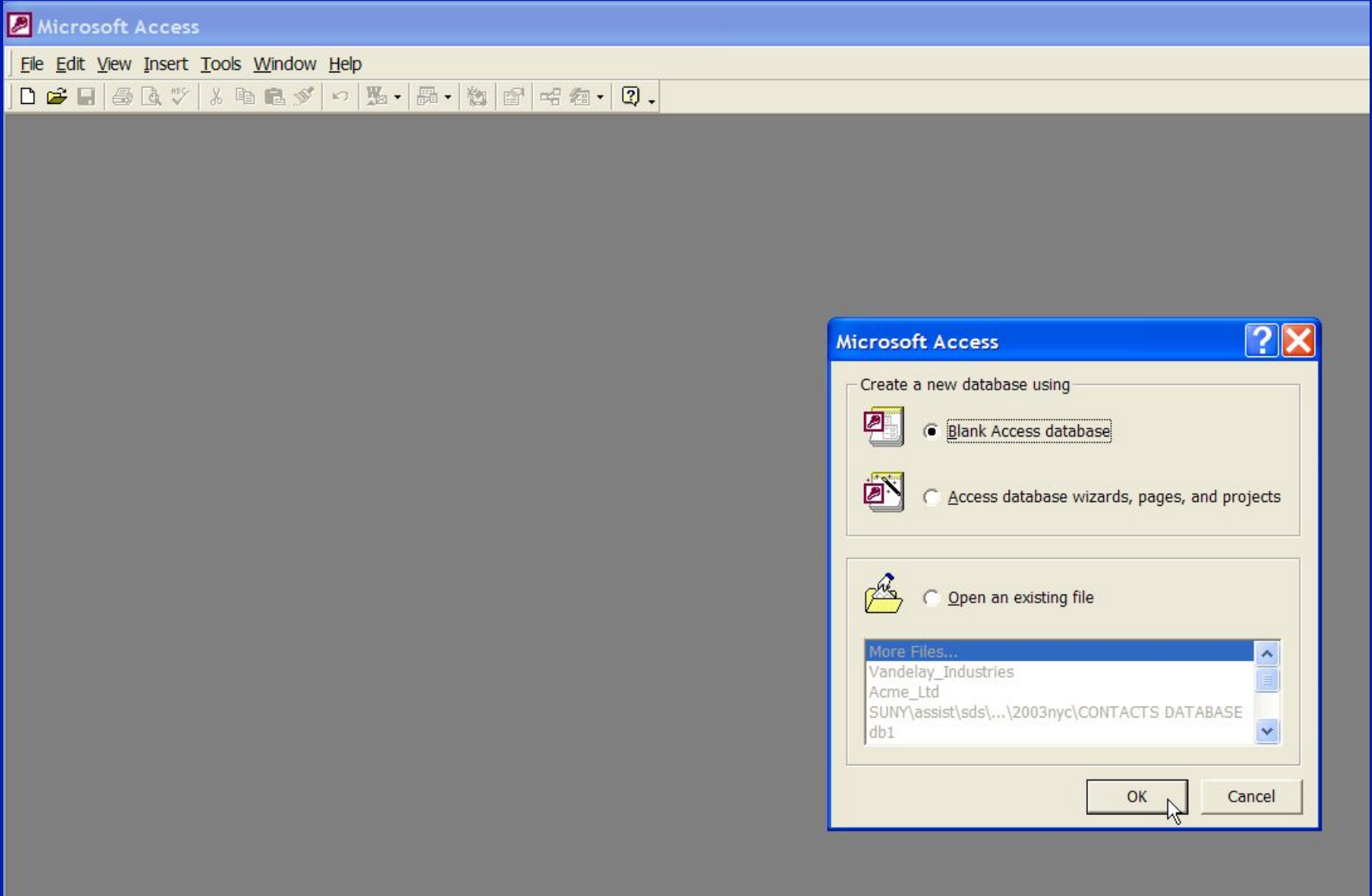
Building the Example Database
in MS Access

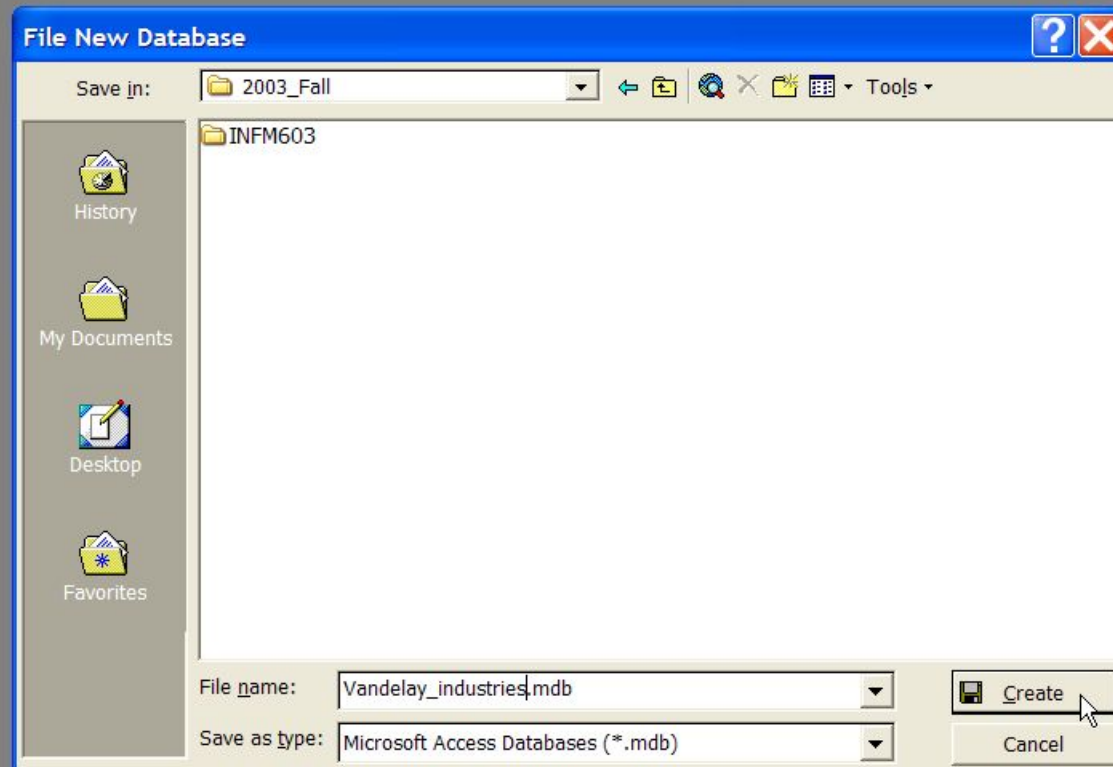
Example (Final Tables)

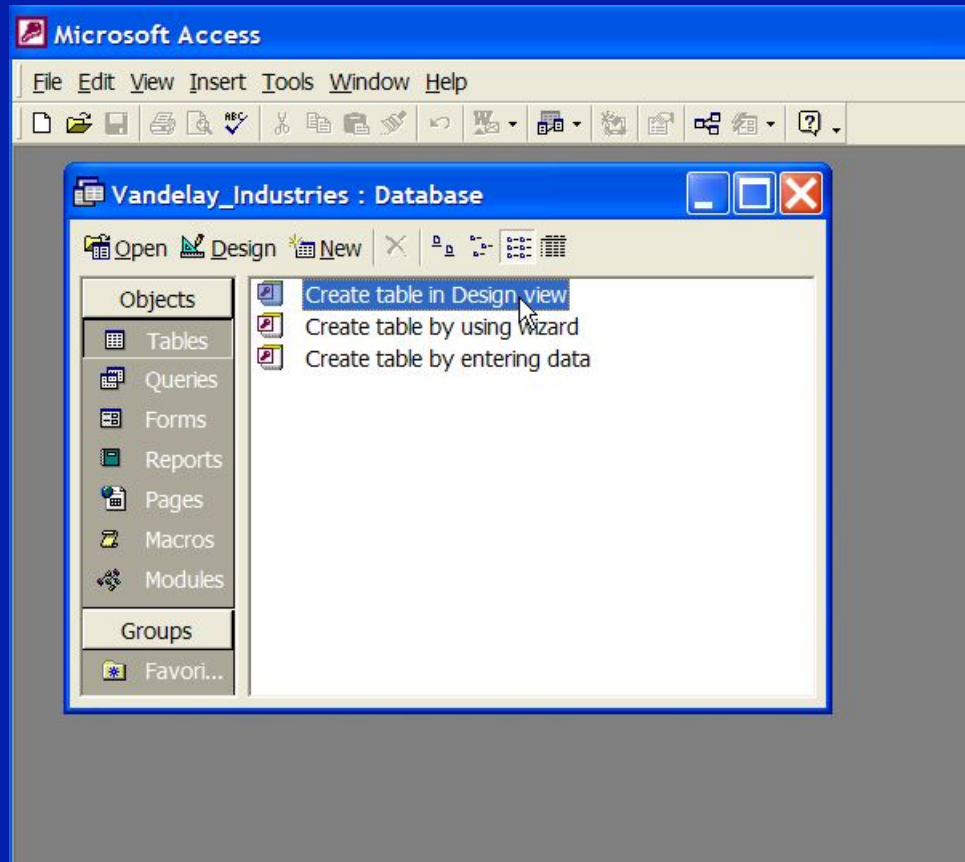
- Table: SalesOrders
 - SalesOrderNo
 - Date
 - CustomerNo
 - ClerkNo
 - Total
- Table: OrderItems
 - SalesOrderNo
 - ItemNo
 - ItemQuantity
 - ItemUnitPrice
- Table: InventoryItems
 - ItemNo
 - ItemDescription
- Table: Customers
 - CustomerNo
 - CustomerName
 - CustomerAddress
- Table: Clerks
 - ClerkNo
 - ClerkName

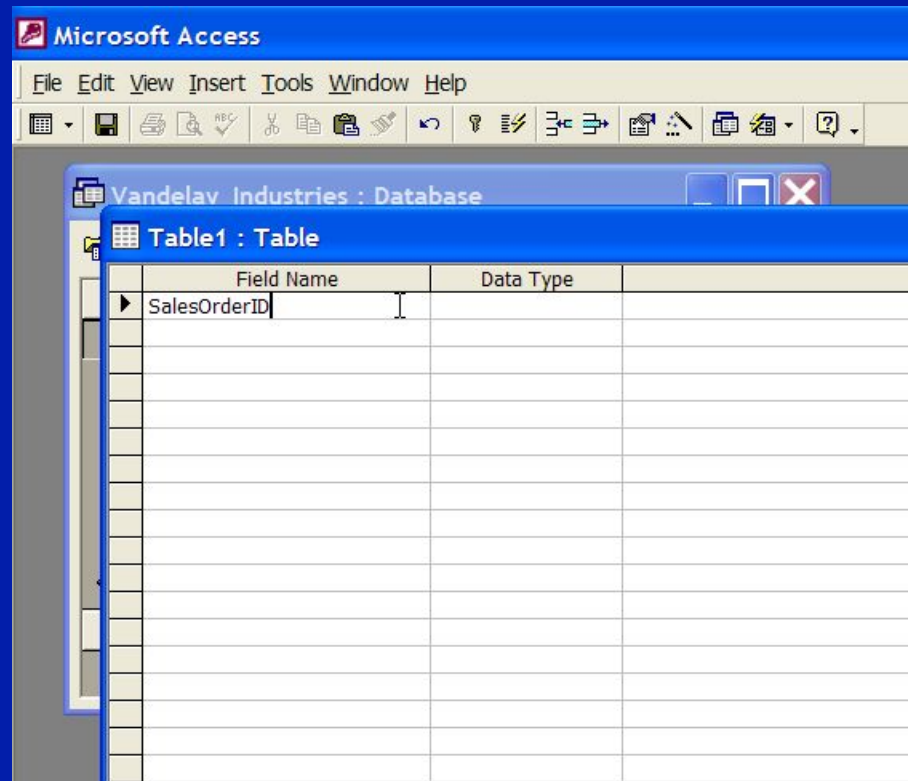
Example (ER Diagram)

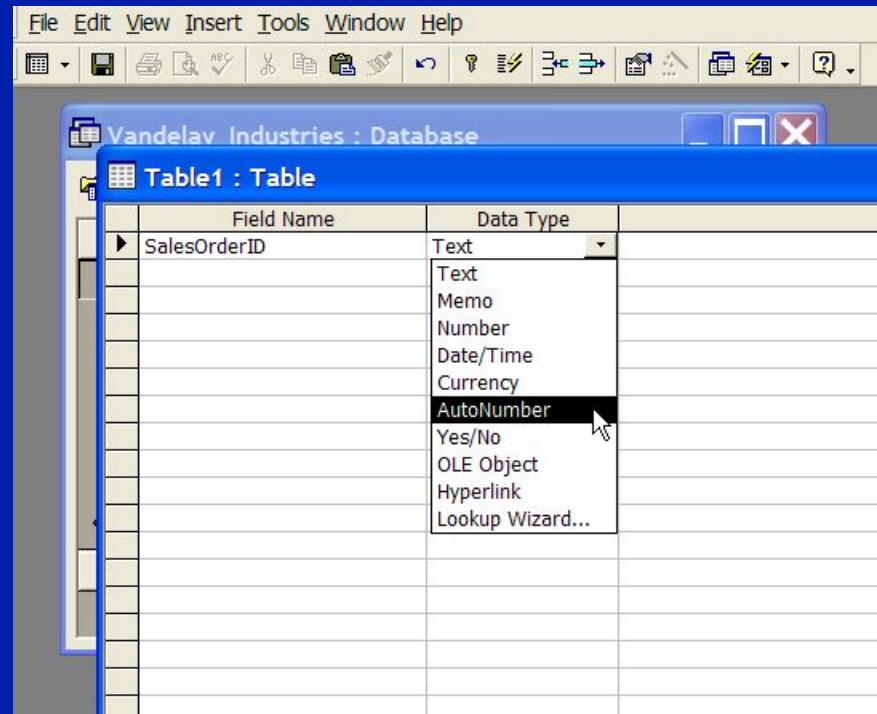


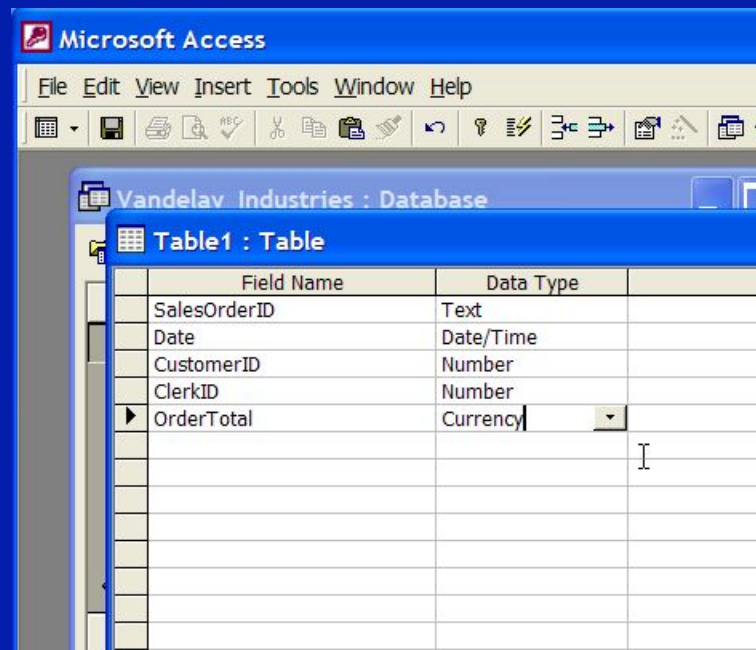


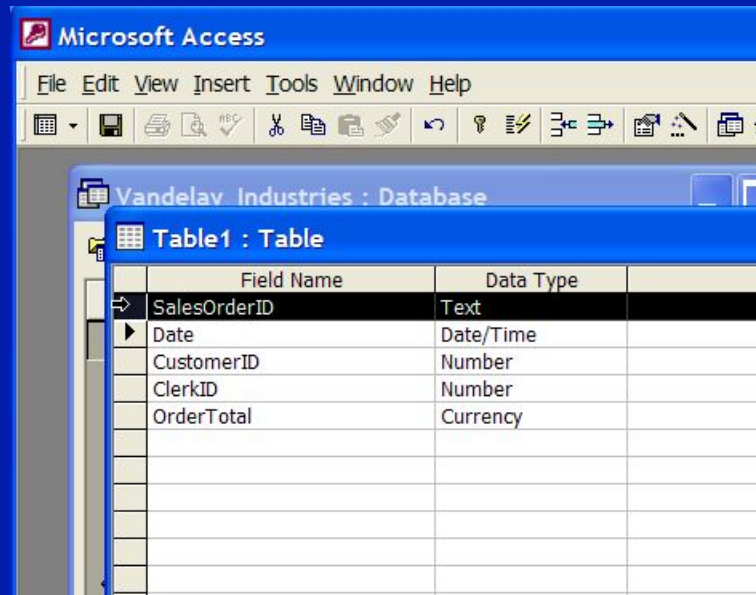


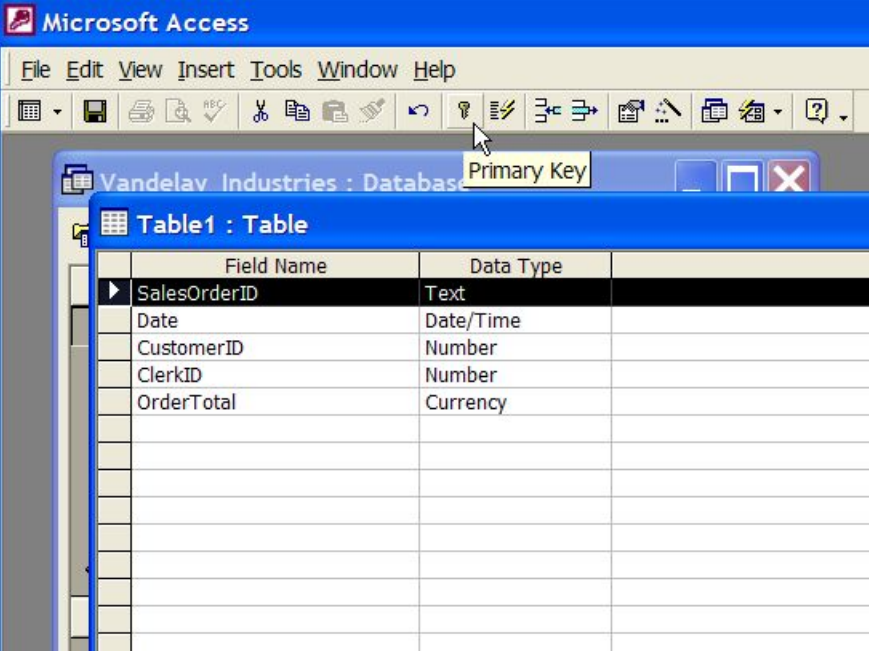


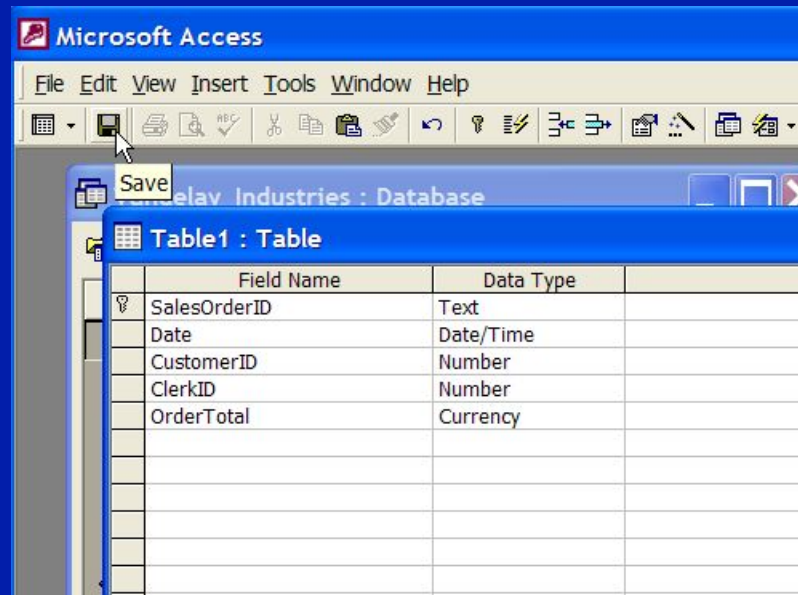


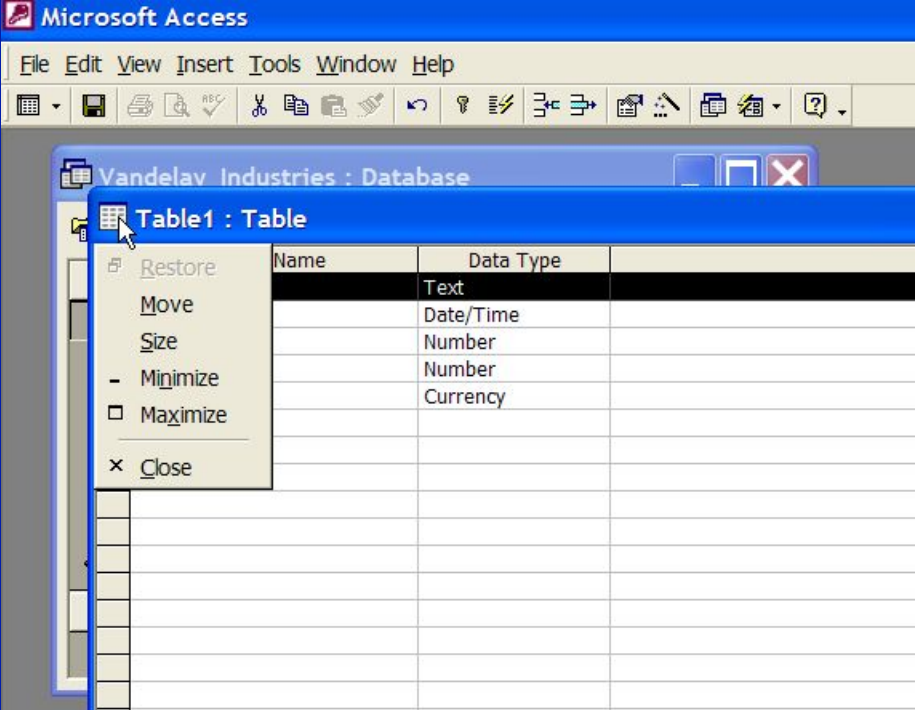


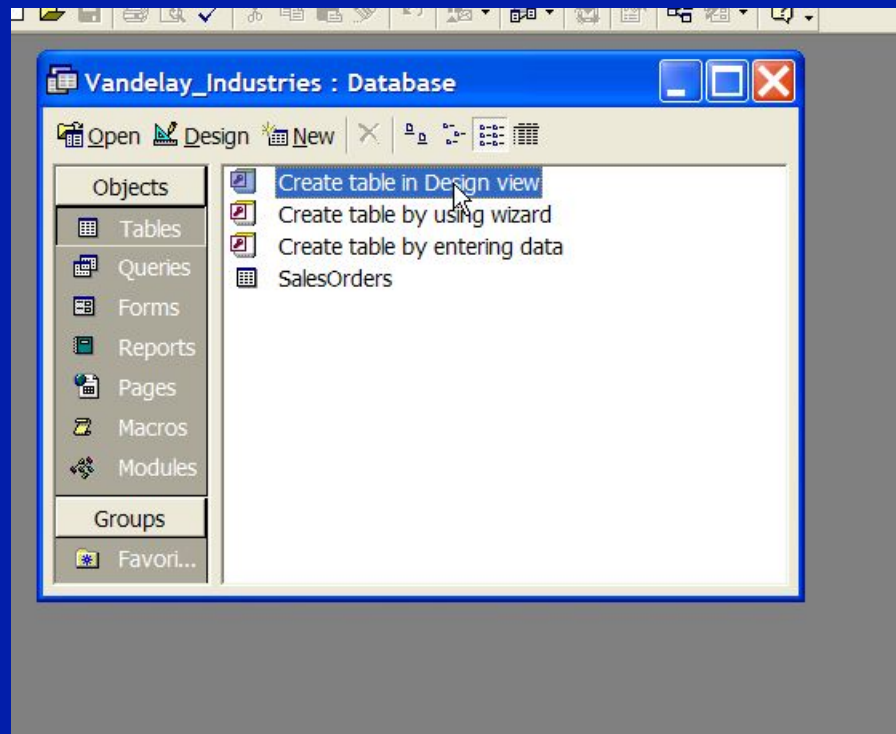












Vandelay_Industries_Complete : Database

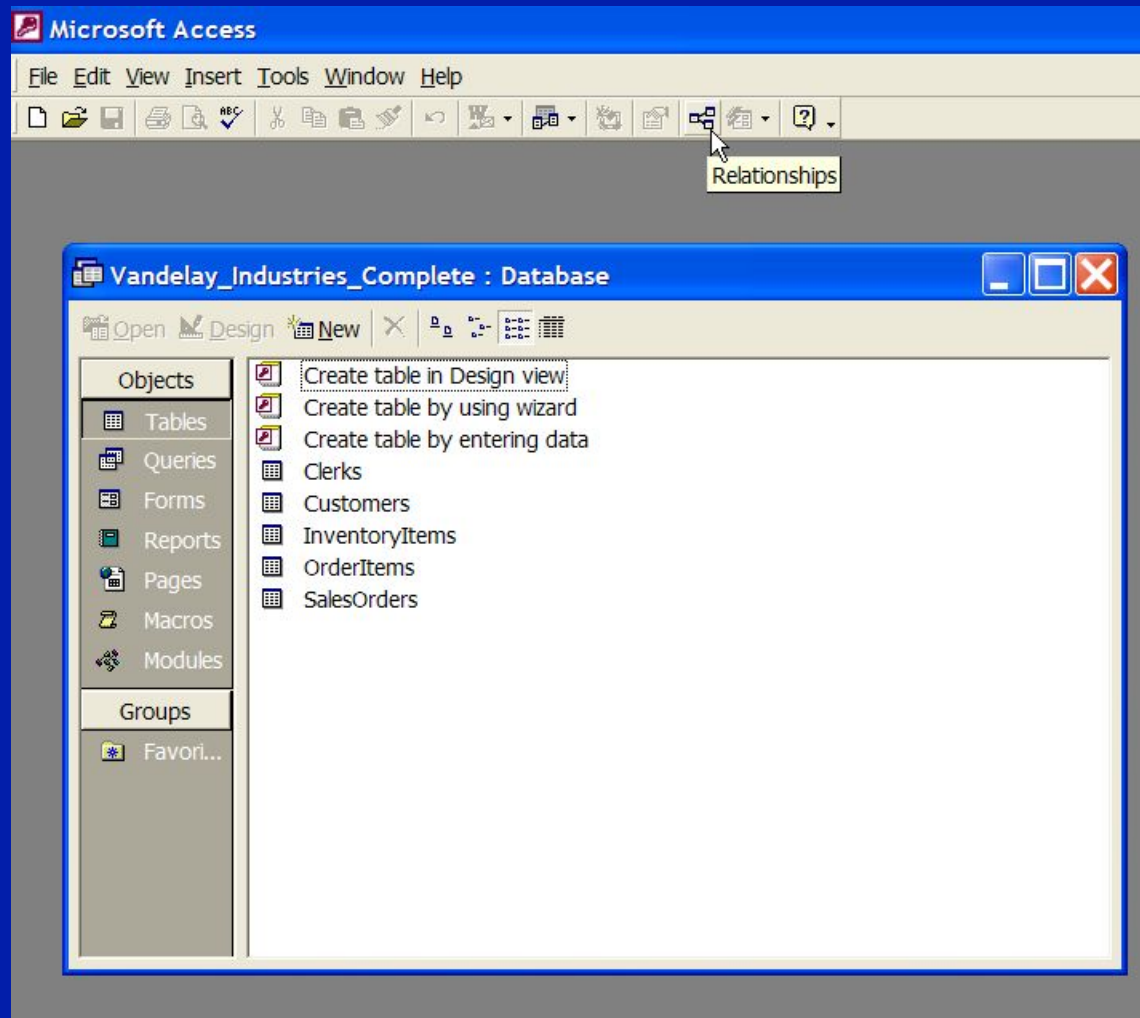
Customers : Table

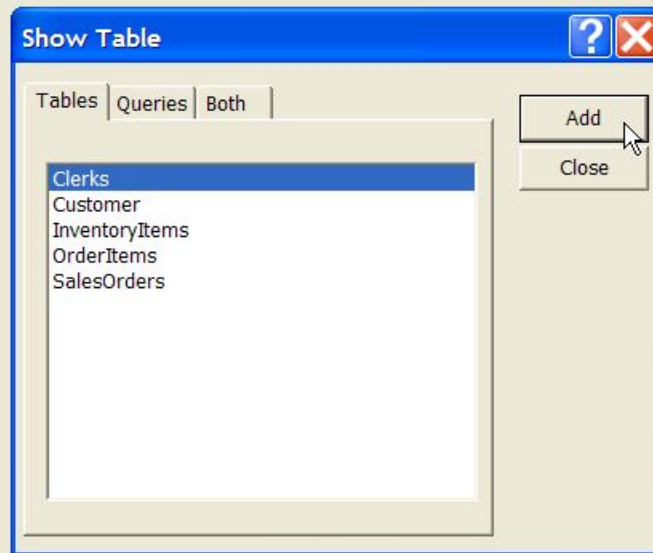
	Field Name	Data Type	
	CustomerID	AutoNumber	
	CustomerName	Text	
	CustomerAddress	Text	

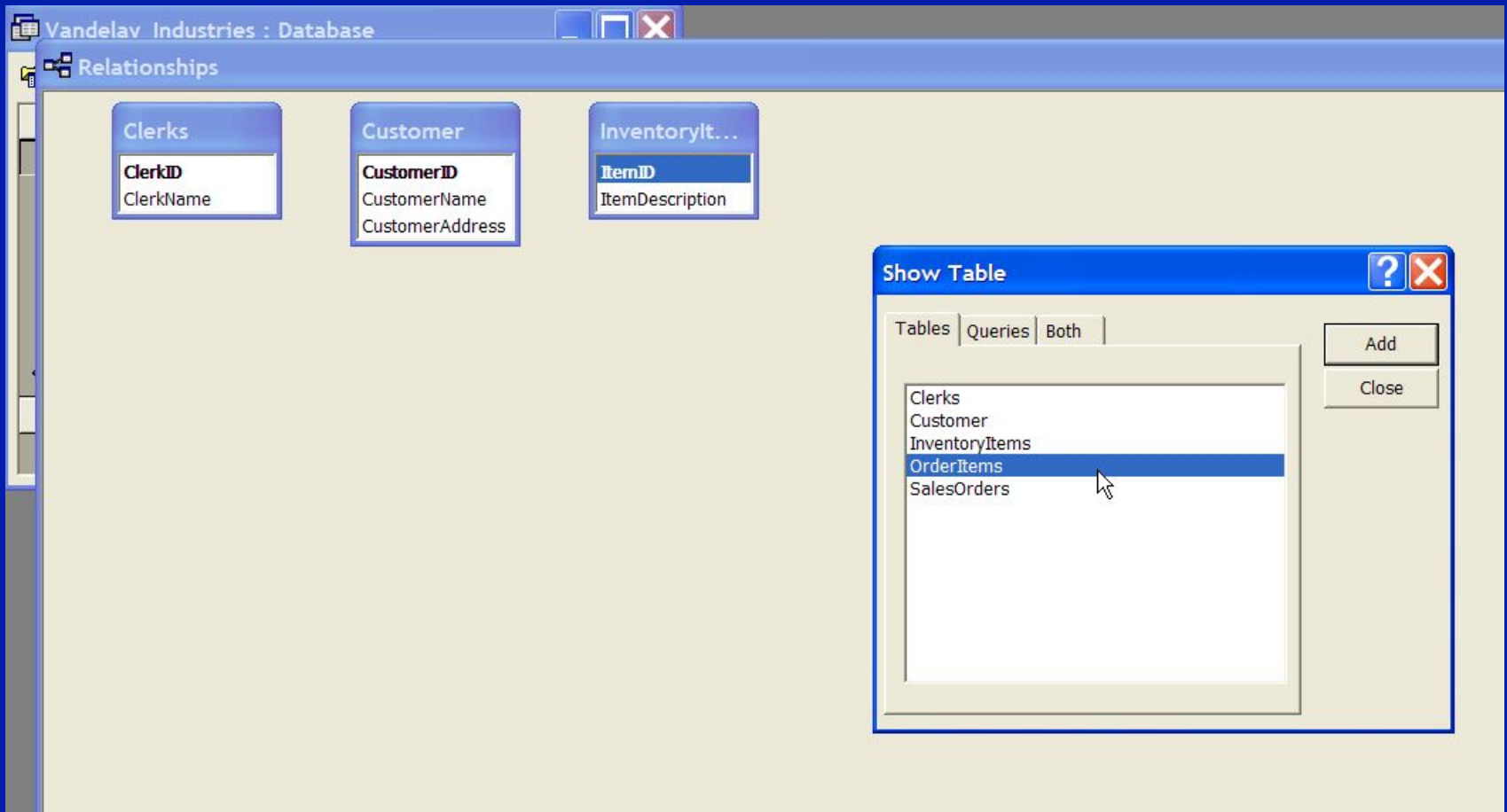
Clerks : Table			
	Field Name	Data Type	
🔑	ClerkID	AutoNumber	
	ClerkName	Text	

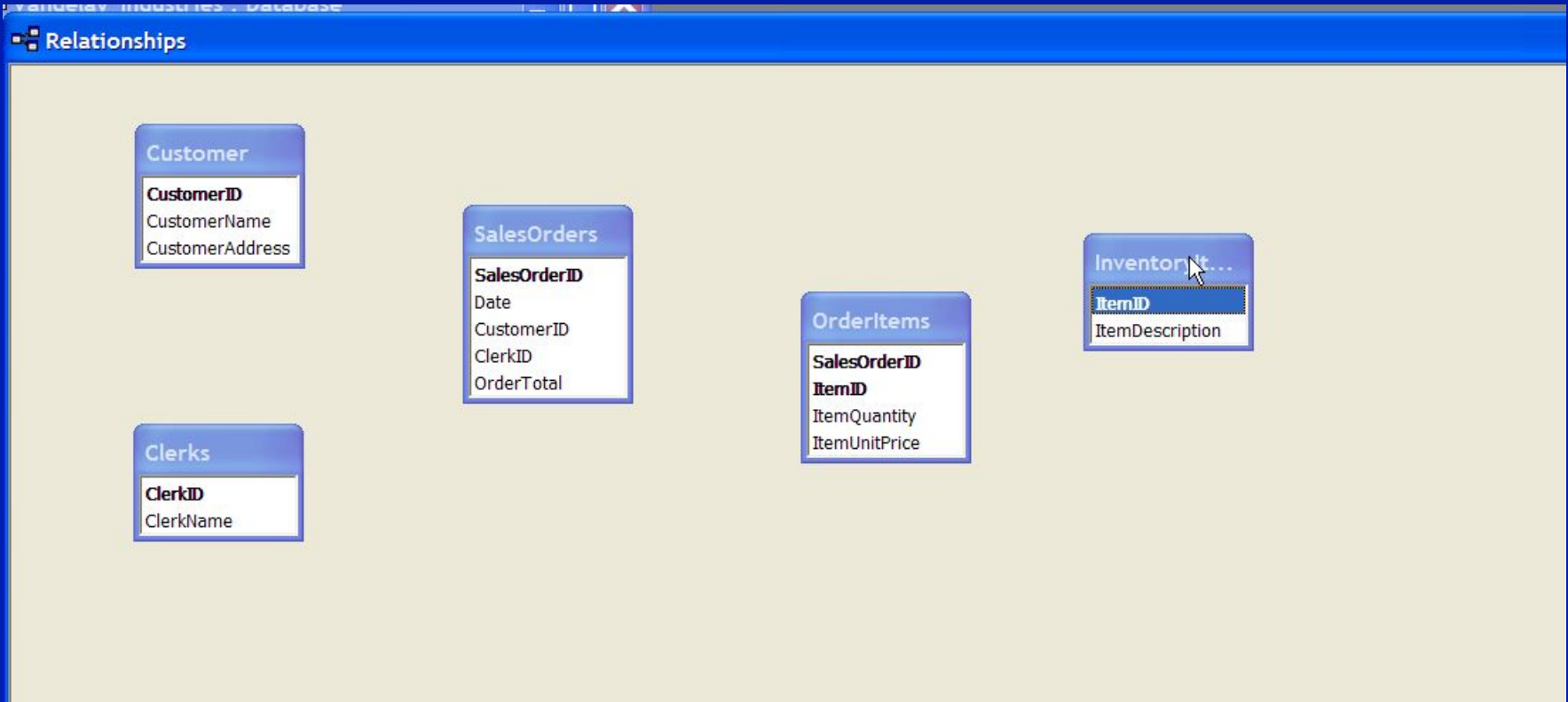
InventoryItems : Table			
	Field Name	Data Type	
⚡	ItemID	AutoNumber	
	ItemDescription	Text	

OrderItems : Table			
	Field Name	Data Type	
🔑	SalesOrderID	Number	
🔑	ItemID	Number	
	ItemQuantity	Number	
	ItemUnitPrice	Currency	

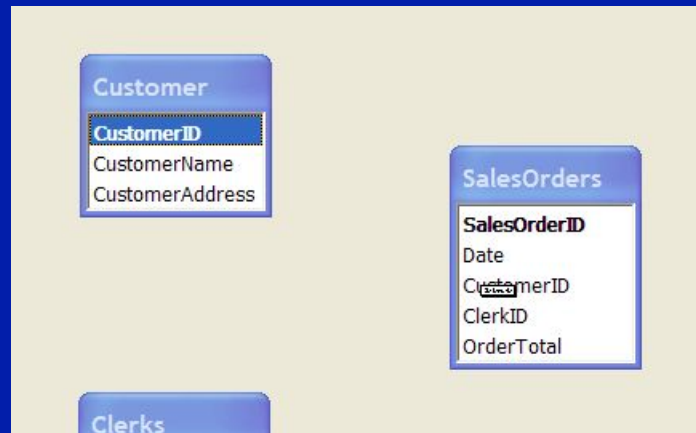












Edit Relationships ? X

Table/Query:	Related Table/Query:
Customer	SalesOrders
CustomerID	CustomerID

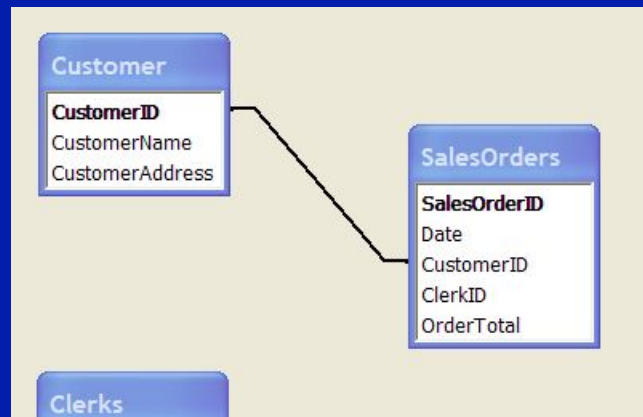
☐ Enforce Referential Integrity

☐ Cascade Update Related Fields

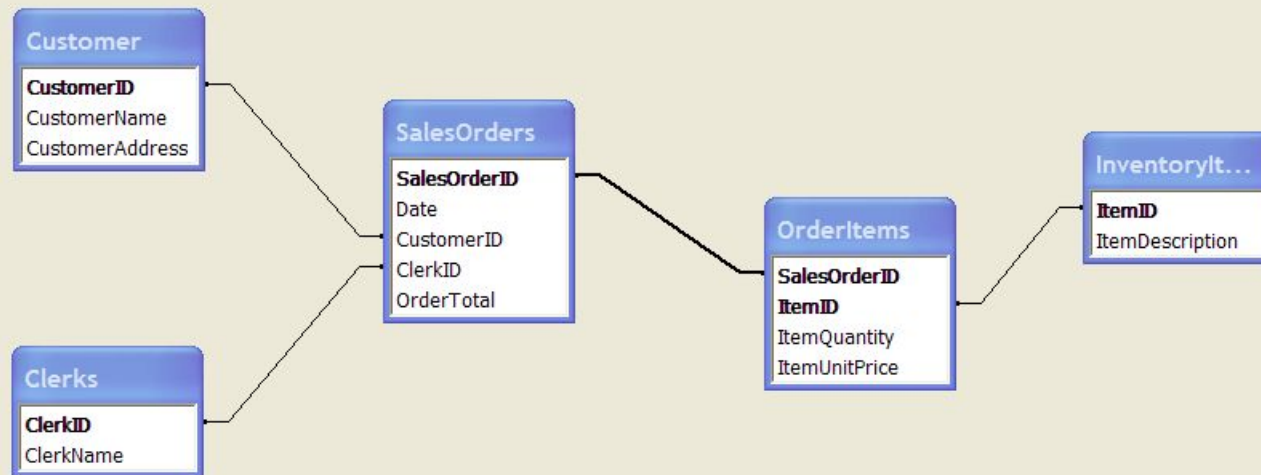
☐ Cascade Delete Related Records

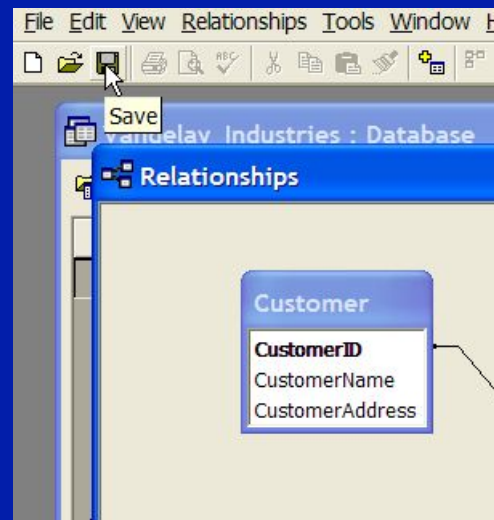
Relationship Type: One-To-Many

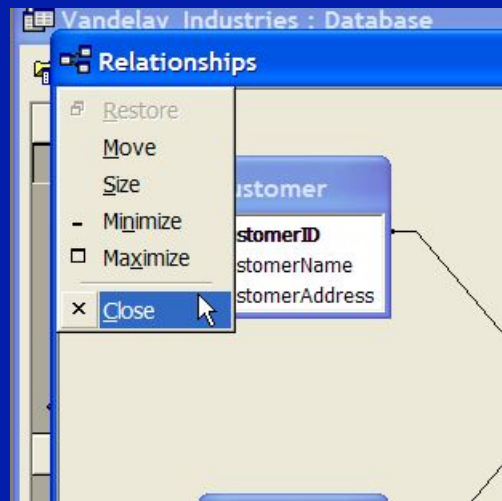
Create Cancel Join Type.. Create New..

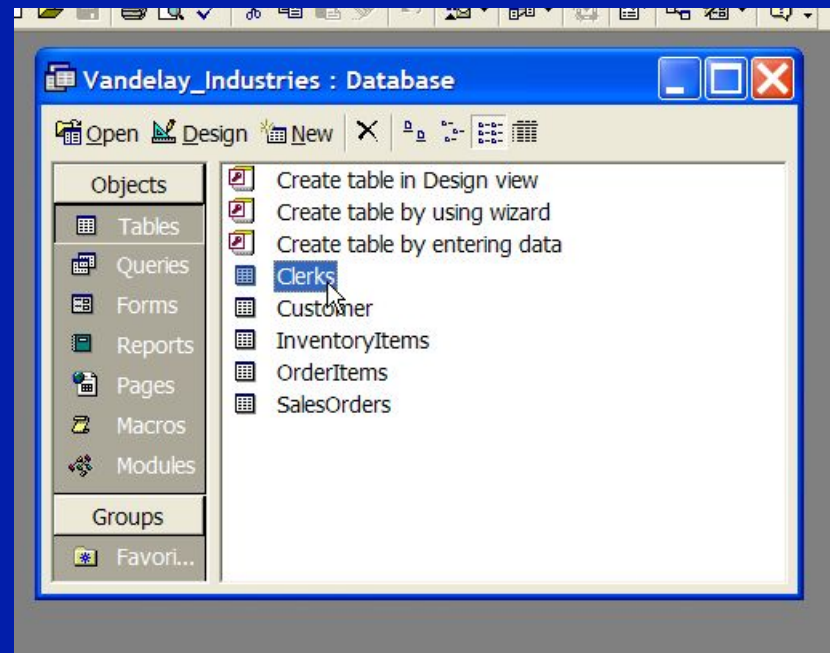


Relationships









Vandelay Industries : Database			
Clerks : Table			
		ClerkID	ClerkName
▶	+	1	George
*		(AutoNumber)	

Vandelay Industries : Database

Clerks : Table

		ClerkID	ClerkName
	+	1	George
	+	2	Elaine
	+	3	Jerry
▶	+	4	Kramer
*		(AutoNumber)	

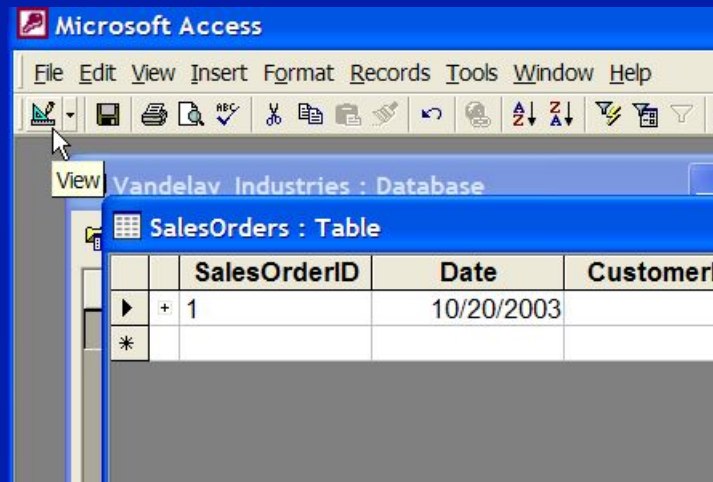
Vandelay Industries : Database				
Customer : Table				
		CustomerID	CustomerName	CustomerAddress
	+	1	Clark Kent	Krypton
	+	2	Bruce Wayne	Gotham City
	▶ +	3	Peter Parker	NY City
*		(AutoNumber)		

InventoryItems : Table		
		ItemID
	+	1 Widget
	+	2 Gadget
	+	3 Whatchamacallit
	+	4 Thingamajig
	+	5 Dingbat
	+	6 Doohickey
	+	7 Whatsit
	+	8 Gizmo
*		(AutoNumber)

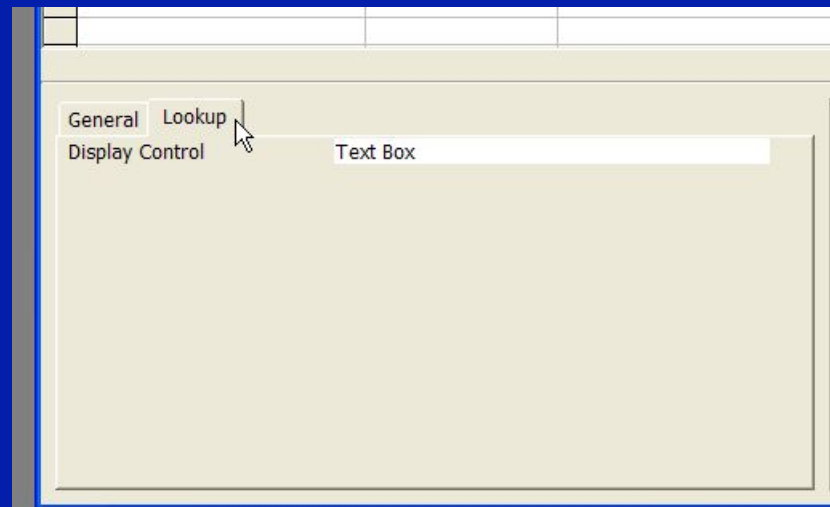
Vandelay Industries : Database

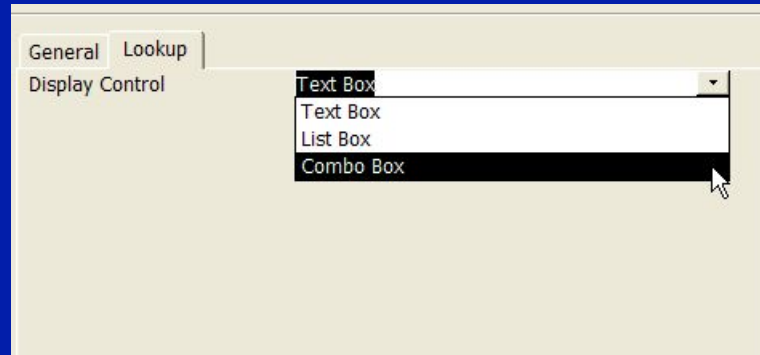
SalesOrders : Table

		SalesOrderID	Date	CustomerID	ClerkID	OrderTotal
▶	+	1	10/20/2003	3	2	\$0.00
*				0	0	\$0.00



Vandelav Industries : Database			
SalesOrders : Table			
	Field Name	Data Type	
🔑	SalesOrderID	Text	
	Date	Date/Time	
▶	CustomerID	Number	
	ClerkID	Number	
	OrderTotal	Currency	





General Lookup

Display Control	Combo Box
Row Source Type	Table/Query
Row Source	▼ ...
Bound Column	Clerks
Column Count	Customer
Column Heads	InventoryItems
Column Widths	OrderItems
List Rows	SalesOrders
List Width	Auto
Limit To List	No

General	Lookup
Display Control	Combo Box
Row Source Type	Table/Query
Row Source	Customer
Bound Column	1
Column Count	2
Column Heads	No
Column Widths	
List Rows	8
List Width	Auto
Limit To List	No

General Lookup

Display Control	Combo Box
Row Source Type	Table/Query
Row Source	Customer
Bound Column	1
Column Count	2
Column Heads	No
Column Widths	0,1
List Rows	8
List Width	Auto
Limit To List	No





Vandelay Industries : Database

SalesOrders : Table

	SalesOrderID	Date	CustomerID	ClerkID
▶ +	1	10/20/2003	Peter Parker	
*			Clark Kent	
			Bruce Wayne	
			Peter Parker	

Vandelay Industries : Database

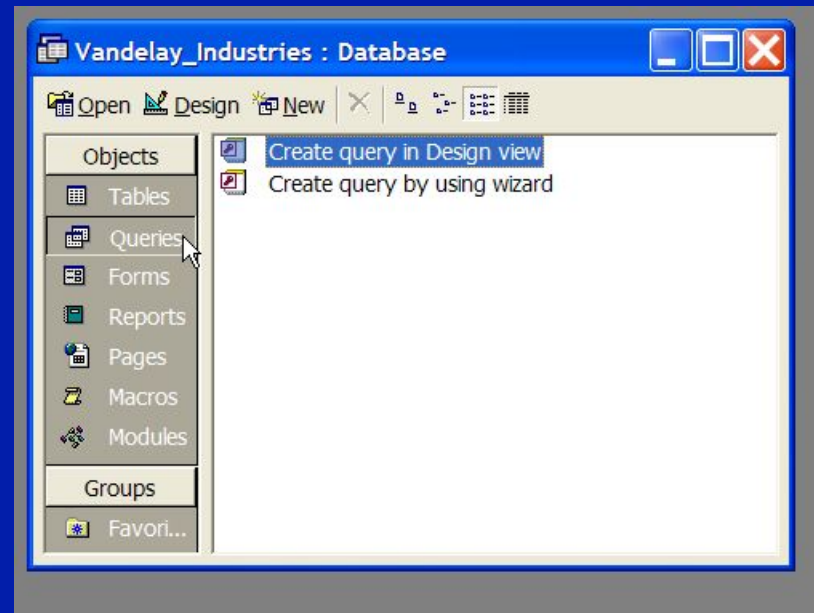
SalesOrders : Table

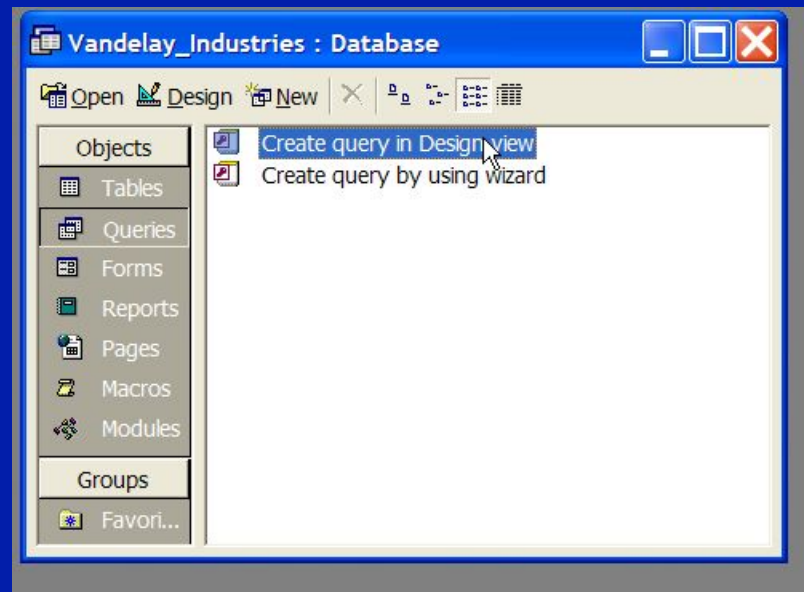
		SalesOrderID	Date	CustomerID	ClerkID	OrderTotal
▶	+	1	10/20/2003	Peter Parker	Elaine	\$0.00
*				0	George	\$0.00
					Elaine	
					Jerry	
					Kramer	

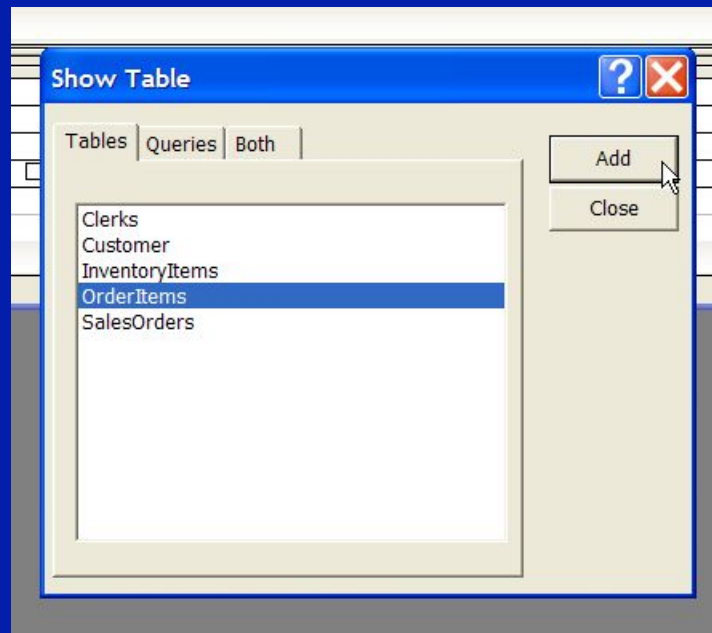
Vandelav Industries : Database					
SalesOrders : Table					
	SalesOrderID	Date	CustomerID	ClerkID	OrderTotal
+	1	10/20/2003	Peter Parker	Elaine	\$0.00
+	2	10/21/2003	Bruce Wayn	Jerry	\$0.00
+	3	10/21/2003	Peter Parker	George	\$0.00
+	4	10/22/2003	Bruce Wayn	George	\$0.00
+	5	10/25/2003	Bruce Wayn	Kramer	\$0.00
▶	6	10/26/2003	Peter Parker	Kramer	\$0.00
*			0	0	\$0.00

OrderItems : Table				
	SalesOrderID	ItemID	ItemQuantity	ItemUnitPrice
T	1	Gadget	1	\$2.55
C	1	Whatchamac	2	\$5.20
F	1	Thingamajig	2	\$1.99
R	2	Widget	1	\$2.99
P	2	Gadget	1	\$3.11
M	2	Dingbat	5	\$9.99
M	3	Whatchamac	5	\$3.85
to	3	Gizmo	1	\$0.99
F	4	Whatchamac	6	\$5.20
	4	Dooickey	2	\$2.25
	4	Whatsit	3	\$8.50
	5	Thingamajig	4	\$1.99
	5	Dooickey	1	\$2.25
►	6	Widget	3	\$2.99
*	0	0	0	\$0.00

ClerkID	OrderTotal
Elaine	\$0.00
Ferry	\$0.00
George	\$0.00
George	\$0.00
Kramer	\$0.00
Kramer	\$0.00
	\$0.00







Query1 - Sales Query

OrderItems

- * SalesOrderID
- * ItemID
- ItemQuantity
- ItemUnitPrice

InventoryItems

- * ItemID
- ItemDescription

Field:

Field	Table	Sort	Show	Criteria	or
			☐		
			☐		
			☐		
			☐		

< |||

Show Table

Tables | Queries | Both

- Clerks
- Customer
- InventoryItems
- OrderItems
- SalesOrders

Add

Close

The screenshot shows a database query builder interface. At the top, two tables are displayed:

- SalesOrder** (left table):
 - SalesOrderID** (Primary Key)
 - ItemID** (Foreign Key)
 - ItemQuantity
 - ItemUnitPrice
- Item** (right table):
 - ItemID** (Primary Key)
 - ItemDescription

A line connects the **ItemID** field in the SalesOrder table to the **ItemID** field in the Item table, indicating a join.

Below the table list, there is a query design grid with the following fields:

Field:	Table:	Sort:	Show:	Criteria:	or:

At the bottom of the grid, there are two buttons: a left arrow button and a button with a grid icon.

ItemID
ItemQuantity
ItemUnitPrice

ItemDescription

Field:

Table: OrderItems.*

Sort: SalesOrderID

Show: ItemID ☐

Criteria: ItemQuantity

or: ItemUnitPrice

<

OrderItems

**

SalesOrderID

ItemID

ItemQuantity

ItemUnitPrice

InventoryIt...

**

ItemID

ItemDescription

Field:

Table:

Sort:

Show:

Criteria:

or:

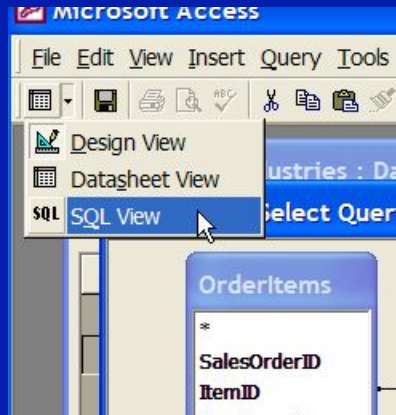
SalesOrderID	ItemID	ItemDescription	ItemQuantity	ItemUnitPrice	
OrderItems	OrderItems	InventoryItems	OrderItems	OrderItems	
☒	☒	☒	☒	☒	

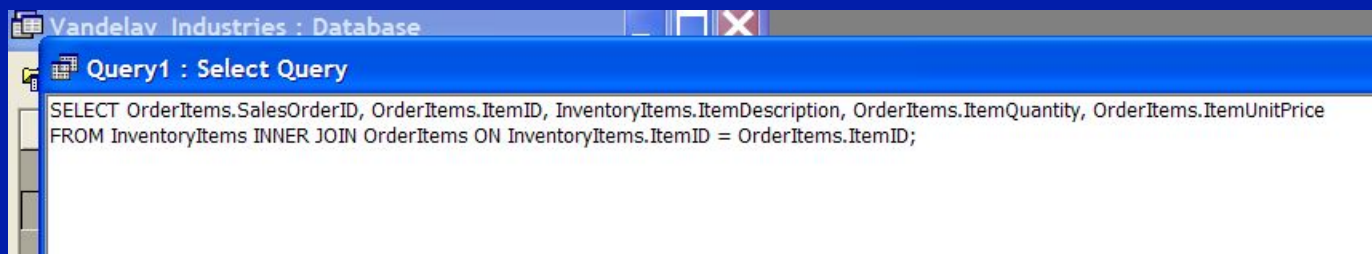
ItemID
 ItemQuantity
 ItemUnitPrice

ItemDescription

Item Total: [OrderItems.ItemQuantity]*[OrderItems.ItemUnitPrice]

Field:	SalesOrderID	ItemID	ItemDescription	ItemQuantity	ItemUnitPrice	Item Total: [OrderItems.ItemQuantity]*[OrderItems.ItemUnitPrice]	
Table:	OrderItems	OrderItems	InventoryItems	OrderItems	OrderItems		
Sort:							
Show:	☒	☒	☒	☒	☒	☒	☐
Criteria:							
Operator:							





 **Query1 : Select Query**

```
SELECT OrderItems.SalesOrderID, OrderItems.ItemID, InventoryItems.ItemDescription, OrderItems.ItemQuantity, OrderItems.ItemUnitPrice
, [OrderItems.ItemQuantity]*[OrderItems.ItemUnitPrice] AS [Item Total]
FROM InventoryItems INNER JOIN OrderItems ON InventoryItems.ItemID = OrderItems.ItemID;
```

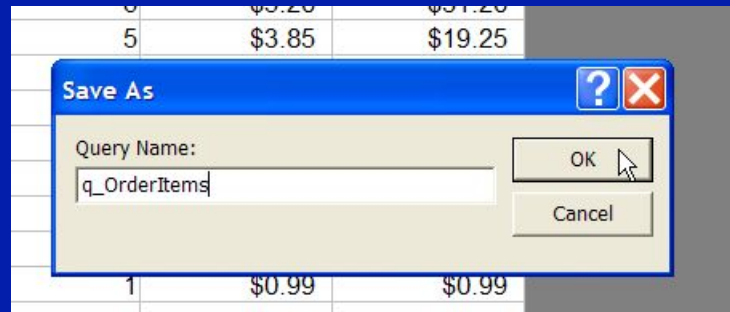
View

Vandelav Industries : Database

Query1 : Select Query

	SalesOrderID	ItemID	ItemDescription	ItemQuantity	ItemUnitPrice	Item Total
▶	2	Widget	Widget	1	\$2.99	\$2.99
	6	Widget	Widget	3	\$2.99	\$8.97
	2	Gadget	Gadget	1	\$3.11	\$3.11
	1	Gadget	Gadget	1	\$2.55	\$2.55
	1	Whatchamac	Whatchamacallit	2	\$5.20	\$10.40
	4	Whatchamac	Whatchamacallit	6	\$5.20	\$31.20
	3	Whatchamac	Whatchamacallit	5	\$3.85	\$19.25
	1	Thingamajig	Thingamajig	2	\$1.99	\$3.98
	5	Thingamajig	Thingamajig	4	\$1.99	\$7.96
	2	Dingbat	Dingbat	5	\$9.99	\$49.95
	4	Doohickey	Doohickey	2	\$2.25	\$4.50
	5	Doohickey	Doohickey	1	\$2.25	\$2.25
	4	Whatsit	Whatsit	3	\$8.50	\$25.50
	3	Gizmo	Gizmo	1	\$0.99	\$0.99
*						

Record: 1 of 14



SalesOrders

*

SalesOrderID

Date

CustomerID

ClerkID

Field:				
Table:				
Sort:				
Show:	☐	☐	☐	☐
Criteria:				
or:				

Field:

Table:

Sort:

Show:

Criteria:

or:

Tables

Queries

Both

Clerks

Customer

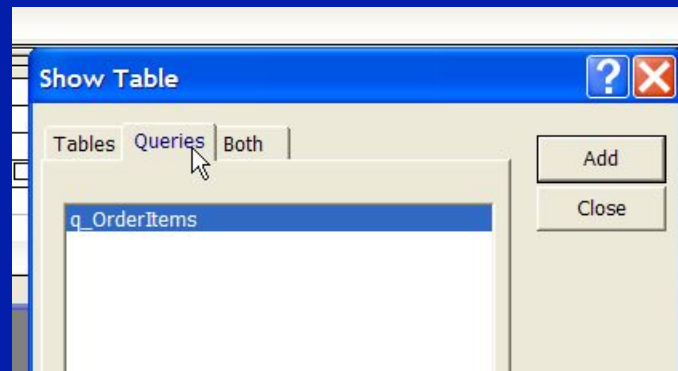
InventoryItems

OrderItems

SalesOrders

Add

Close



Query 1: Select Query

SalesOrders
 *
SalesOrderID
 Date
 CustomerID
 ClerkID

q_OrderItems
 *
 SalesOrderID
 ItemID
 ItemDescription
 ItemQuantity

Field:				
Table:				
Sort:				
Show:	☐	☐	☐	☐
Criteria:				
or:				

Show Table

Tables Queries Both

q_OrderItems

Query 1: Select Query

SalesOrders
 *
SalesOrderID
 Date
 CustomerID
 ClerkID

q_OrderItems
 *
 SalesOrderID
 ItemID
 ItemDescription
 ItemQuantity

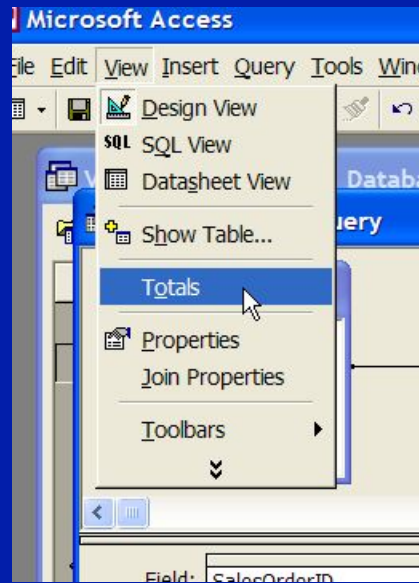
Field:	SalesOrderID	Date	CustomerID	ClerkID	ItemTotal
Table:	SalesOrders	SalesOrders	SalesOrders	SalesOrders	q_OrderItems
Sort:					
Show:	☒	☒	☒	☒	☒
Criteria:					
or:					

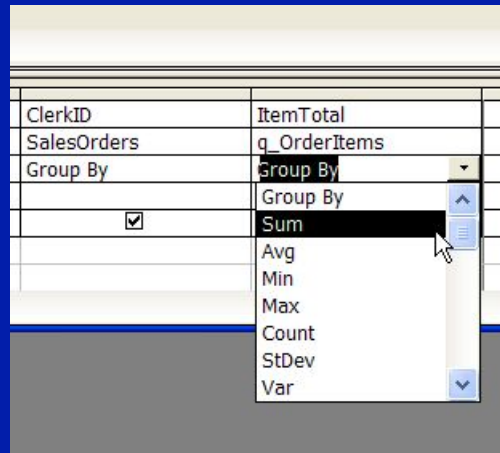
Vandelav Industries : Database

Query1 : Select Query

	SalesOrderID	Date	CustomerID	ClerkID	ItemTotal
▶	1	10/20/2003	3	2	\$10.40
	1	10/20/2003	3	2	\$3.98
	2	10/21/2003	2	3	\$49.95
	2	10/21/2003	2	3	\$3.11
	2	10/21/2003	2	3	\$2.99
	3	10/21/2003	3	1	\$0.99
	4	10/22/2003	2	1	\$25.50
	4	10/22/2003	2	1	\$4.50
	4	10/22/2003	2	1	\$31.20
	5	10/25/2003	2	4	\$7.96
	5	10/25/2003	2	4	\$2.25
	6	10/26/2003	3	4	\$8.97
	1	10/20/2003	3	2	\$2.55

Record: 1 of 14





Query1 : Select Query

	SalesOrderID	Date	CustomerID	ClerkID	SumOfItemTotal
▶	1	10/20/2003	3	2	\$16.93
	2	10/21/2003	2	3	\$56.05
	3	10/21/2003	3	1	\$20.24
	4	10/22/2003	2	1	\$61.20
	5	10/25/2003	2	4	\$10.21
	6	10/26/2003	3	4	\$8.97

Query 1: Select Query

SalesOrders

- * SalesOrderID
- Date
- CustomerID
- ClerkID

q_OrderItems

- * SalesOrderID
- ItemID
- ItemDescription
- ItemQuantity

Clerks

- * ClerkID
- ClerkName

Customers

- * CustomerID
- CustomerName
- CustomerAddress

Field:	SalesOrderID	Date	CustomerID	ClerkID
Table:	SalesOrders	SalesOrders	SalesOrders	SalesOrders
Total:	Group By	Group By	Group By	Group By
Sort:				
Show:	☒	☒	☒	☒
Criteria:				
or:				

Show Table

Tables | Queries | Both

- Clerks
- Customers
- InventoryItems
- OrderItems
- SalesOrders

ClerkID

ClerkName

CustomerID

CustomerName

CustomerAddress

	CustomerID	ClerkID	ItemTotal
	SalesOrders	SalesOrders	q_OrderItems
	Group By	Group By	Sum
	☒	☒	☒

Microsoft Access

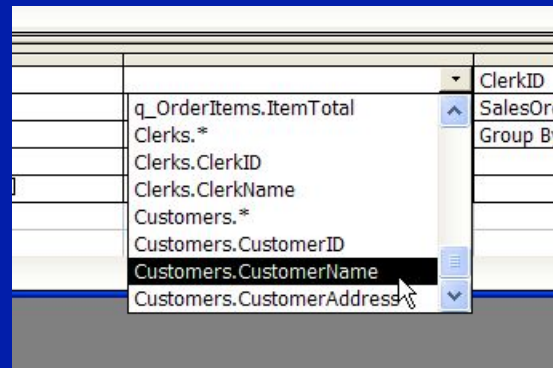
File View Insert Query Tools Window Help

Rows Columns

Vandelav Industries : Database

Query1 : Select Query

Field:	SalesOrderID	Date	CustomerID	ClerkID	ItemID
Table:	SalesOrders	SalesOrders	SalesOrders	SalesOrders	q_OrderItems
Total:	Group By	Group By	Group By	Group By	Sum
Sort:					
Show:	☒	☒	☒	☒	
Criteria:					
or:					



CustomerName	ClerkID	ClerkName	Item
Customers	SalesOrders	Clerks	q_Or
Group By	Group By	Group By	Sum
☒	☒	☒	

Vandelay Industries - Database							
q_SalesOrders : Select Query							
	SalesOrderID	Date	CustomerID	CustomerName	ClerkID	ClerkName	SumOfItemTot
▶	1	10/20/2003	3	Peter Parker	2	Elaine	\$16.93
	2	10/21/2003	2	Bruce Wayne	3	Jerry	\$56.05
	3	10/21/2003	3	Peter Parker	1	George	\$20.24
	4	10/22/2003	2	Bruce Wayne	1	George	\$61.20
	5	10/25/2003	2	Bruce Wayne	4	Kramer	\$10.21
	6	10/26/2003	3	Peter Parker	4	Kramer	\$8.97

Open Design New

Obj

T

C

F

R

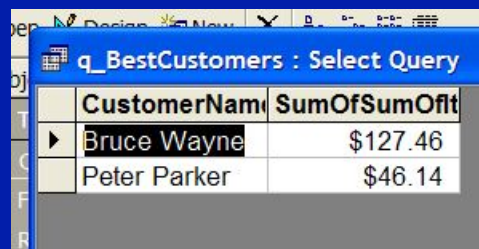
P

q_BestClerks : Select Query

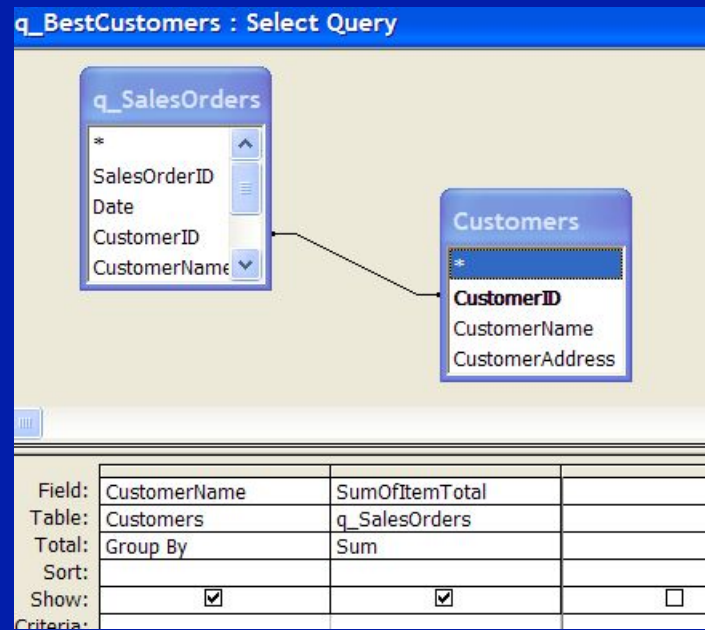
	ClerkName	SumOfSumOfItemTotal
▶	George	\$81.44
	Jerry	\$56.05
	Kramer	\$19.18
	Elaine	\$16.93

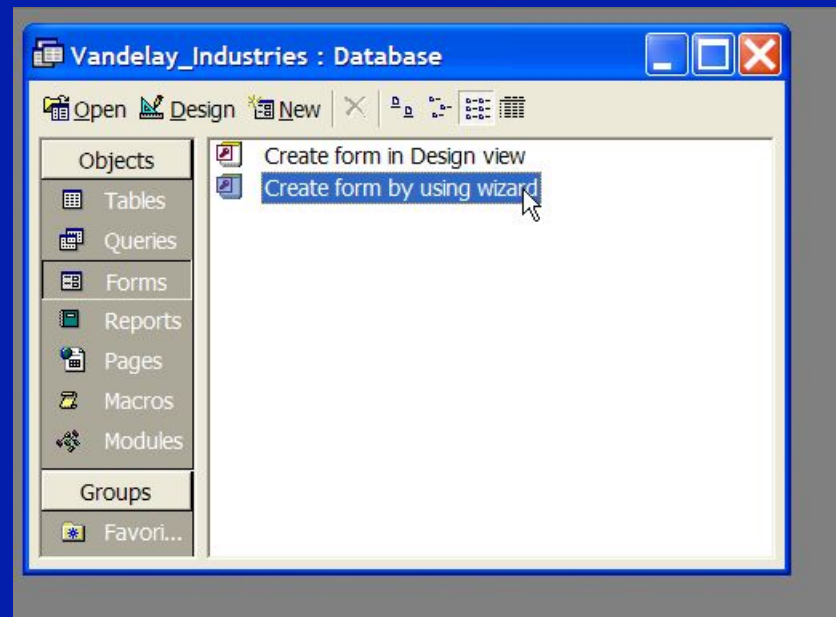
q_BestClerks : Select Query

Field:	ClerkName	SumOfItemTotal	
Table:	Clerks	q_SalesOrders	
Total:	Group By	Sum	
Sort:		Descending	
Show:	☒	☒	☐
Criteria:			



q_BestCustomers : Select Query	
CustomerName	SumOfSumOfIt
Bruce Wayne	\$127.46
Peter Parker	\$46.14





Form Wizard



Which fields do you want on your form?

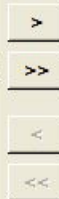
You can choose from more than one table or query.

Tables/Queries

Table: Clerks

Available Fields:

ClerkID
ClerkName



Selected Fields:

A large, empty rectangular box intended for displaying the selected fields.

Cancel

< Back

Next >

Finish

Form Wizard



Which fields do you want on your form?

You can choose from more than one table or query.

Tables/Queries

Table: SalesOrders

Available Fields:

A large, empty rectangular box intended for displaying the list of available fields from the selected table.

Selected Fields:

SalesOrderID
Date
CustomerID
ClerkID

Cancel

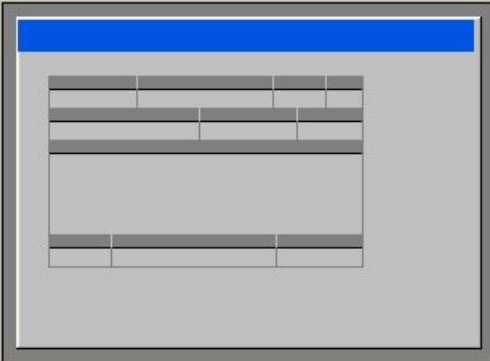
< Back

Next >

Finish

Form Wizard

What layout would you like for your form?



The preview shows a form with a blue header bar. Below the header, there are several rows of data. The first row has four columns. The second row has four columns. The third row has four columns. The fourth row has four columns. The fifth row has four columns. The sixth row has four columns. The seventh row has four columns. The eighth row has four columns. The ninth row has four columns. The tenth row has four columns. The eleventh row has four columns. The twelfth row has four columns. The thirteenth row has four columns. The fourteenth row has four columns. The fifteenth row has four columns. The sixteenth row has four columns. The seventeenth row has four columns. The eighteenth row has four columns. The nineteenth row has four columns. The twentieth row has four columns. The twenty-first row has four columns. The twenty-second row has four columns. The twenty-third row has four columns. The twenty-fourth row has four columns. The twenty-fifth row has four columns. The twenty-sixth row has four columns. The twenty-seventh row has four columns. The twenty-eighth row has four columns. The twenty-ninth row has four columns. The thirtieth row has four columns. The thirty-first row has four columns. The thirty-second row has four columns. The thirty-third row has four columns. The thirty-fourth row has four columns. The thirty-fifth row has four columns. The thirty-sixth row has four columns. The thirty-seventh row has four columns. The thirty-eighth row has four columns. The thirty-ninth row has four columns. The fortieth row has four columns. The forty-first row has four columns. The forty-second row has four columns. The forty-third row has four columns. The forty-fourth row has four columns. The forty-fifth row has four columns. The forty-sixth row has four columns. The forty-seventh row has four columns. The forty-eighth row has four columns. The forty-ninth row has four columns. The fiftieth row has four columns. The fifty-first row has four columns. The fifty-second row has four columns. The fifty-third row has four columns. The fifty-fourth row has four columns. The fifty-fifth row has four columns. The fifty-sixth row has four columns. The fifty-seventh row has four columns. The fifty-eighth row has four columns. The fifty-ninth row has four columns. The sixtieth row has four columns. The sixty-first row has four columns. The sixty-second row has four columns. The sixty-third row has four columns. The sixty-fourth row has four columns. The sixty-fifth row has four columns. The sixty-sixth row has four columns. The sixty-seventh row has four columns. The sixty-eighth row has four columns. The sixty-ninth row has four columns. The seventieth row has four columns. The seventy-first row has four columns. The seventy-second row has four columns. The seventy-third row has four columns. The seventy-fourth row has four columns. The seventy-fifth row has four columns. The seventy-sixth row has four columns. The seventy-seventh row has four columns. The seventy-eighth row has four columns. The seventy-ninth row has four columns. The eightieth row has four columns. The eighty-first row has four columns. The eighty-second row has four columns. The eighty-third row has four columns. The eighty-fourth row has four columns. The eighty-fifth row has four columns. The eighty-sixth row has four columns. The eighty-seventh row has four columns. The eighty-eighth row has four columns. The eighty-ninth row has four columns. The ninetieth row has four columns. The ninety-first row has four columns. The ninety-second row has four columns. The ninety-third row has four columns. The ninety-fourth row has four columns. The ninety-fifth row has four columns. The ninety-sixth row has four columns. The ninety-seventh row has four columns. The ninety-eighth row has four columns. The ninety-ninth row has four columns. The hundredth row has four columns.

☐ Columnar

☐ Tabular

☐ Datasheet

☒ Justified

Cancel < Back Next > Finish

Form Wizard



What title do you want for your form?

SalesOrders

That's all the information the wizard needs to create your form.

Do you want to open the form or modify the form's design?

☒ Open the form to view or enter information.

☐ Modify the form's design.

☐ Display Help on working with the form?

Cancel < Back Next > Finish

Windows application window titled "SalesOrders" with a menu bar and toolbar. The main area displays a form with the following fields:

SalesOrderID	Date
1	10/20/2003

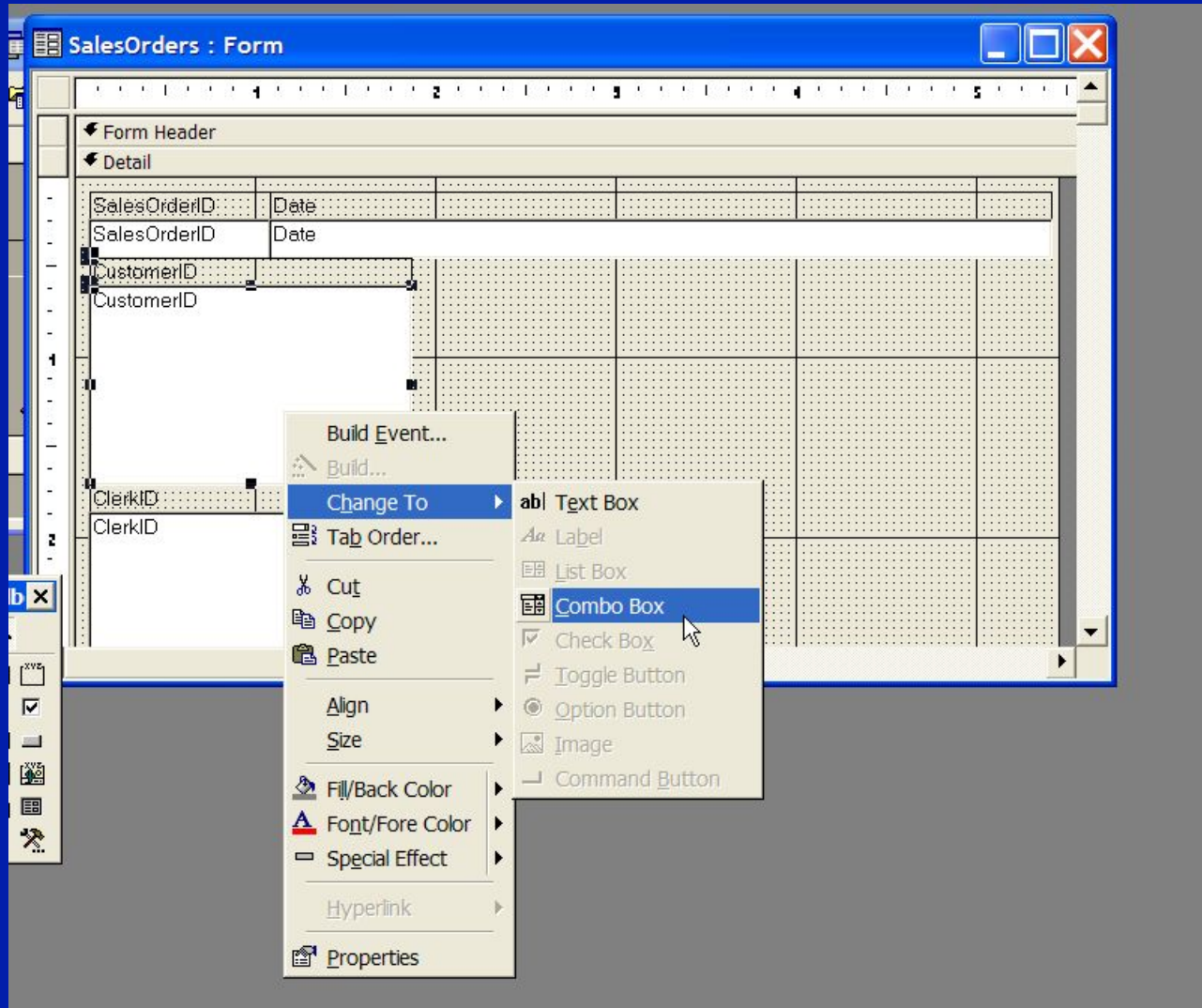
CustomerID

1	Clark Kent
2	Bruce Wayne
3	Peter Parker

ClerkID

1	George
2	Elaine
3	Jerry
4	Kramer

Record: 1 of 6



SalesOrders : Form

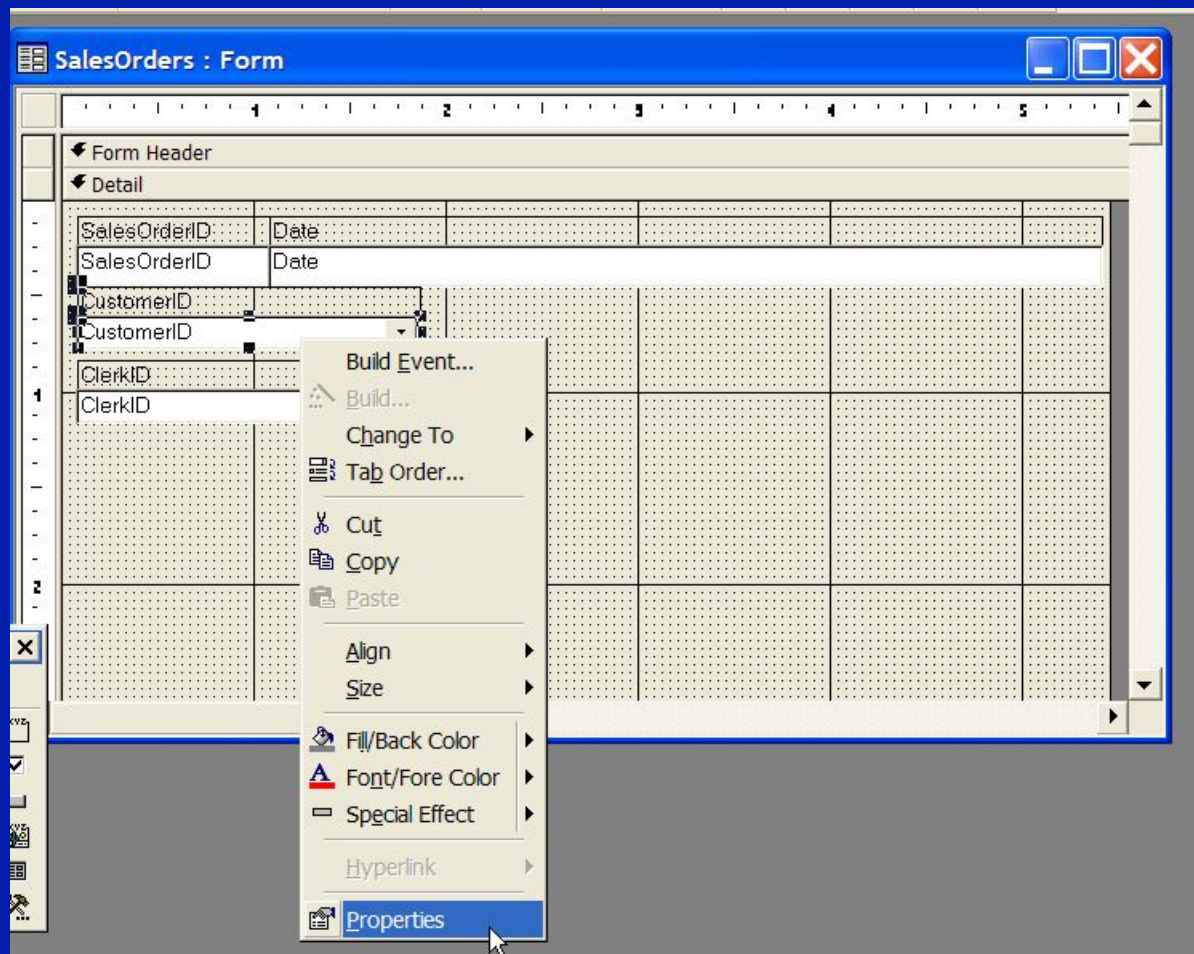
Form Header

Detail

SalesOrderID	Date				
SalesOrderID	Date				
CustomerID					
CustomerID					
ClerkID					
ClerkID					

SalesOrders

SalesOrderID	Date
CustomerID	
	3
ClerkID	
	2



Combo Box: CustomerID

Format	Data	Event	Other	All
Format				
Decimal Places	Auto			
Column Count	2			
Column Heads	No			
Column Widths	0;1"			
List Rows	8			
List Width	Auto			
Visible	Yes			
Display When	Always			
Left	0.0833"			

Create form by using wizard

SalesOrders

SalesOrders

SalesOrderID	Date
1	10/20/2003

CustomerID

Peter Parker

ClerkID

Elaine

Form Wizard



Which fields do you want on your form?

You can choose from more than one table or query.

Tables/Queries

Table: Clerks

Table: Clerks

Table: Customers

Table: InventoryItems

Table: OrderItems

Table: SalesOrders

Query: q_BestClerks

Query: q_BestCustomers

Query: q_OrderItems

Query: q_SalesOrders

<<

Selected Fields:

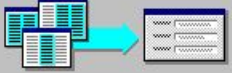
Cancel

< Back

Next >

Finish

Form Wizard



Which fields do you want on your form?

You can choose from more than one table or query.

Tables/Queries

Query: q_SalesOrders

Available Fields:

- SalesOrderID
- Date
- CustomerID
- CustomerName
- ClerkID
- ClerkName

Selected Fields:

- SumOfItemTotal

Navigation buttons: Cancel, < Back, Next >, Finish

Form Wizard

What title do you want for your form?

q_SalesOrders

That's all the information the wizard needs to create your form.

Do you want to open the form or modify the form's design?

☒ Open the form to view or enter information.

☐ Modify the form's design.

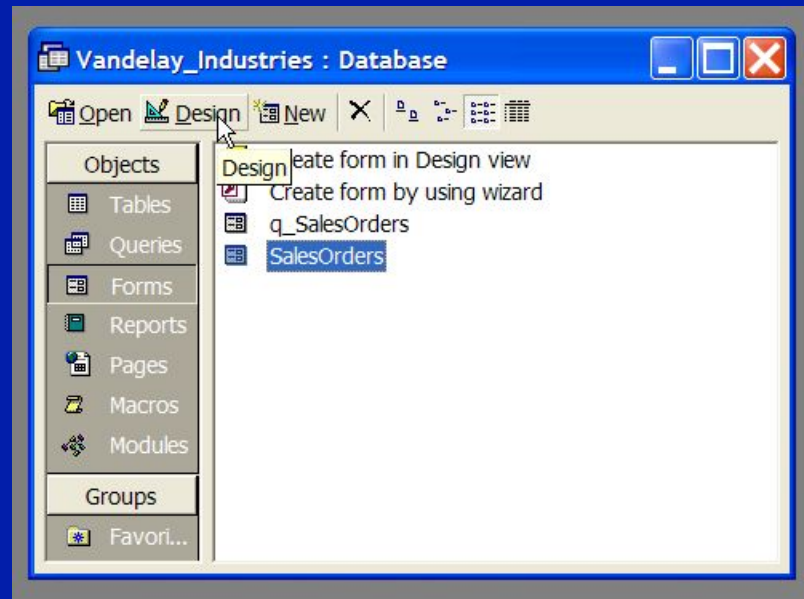
☐ Display Help on working with the form?

Cancel < Back Next > Finish

q_SalesOrders

SumOfItemTotal \$16.93

Record: 1 of 6



form by using wizard

sOrd
order

SalesOrders : Form

Form Header

Detail

SalesOrderID	Date				
SalesOrderID	Date				
CustomerID					
CustomerID					
ClerkID					
ClerkID					

100

SubForm Wizard

You can use an existing form to create your subform or subreport, or create your own using tables and/or queries.

What data would you like to use for your subform or subreport?

☐ Use existing Tables and Queries

☒ Use an existing form

q_SalesOrders

Cancel < Back Next > Finish

SubForm Wizard

Would you like to define which fields link your main form to this subform yourself, or choose from the list below?

☒ Choose from a list. ☐ Define my own.

Show q_SalesOrders for each record in SalesOrders using SalesOrd
Show q_SalesOrders for each record in SalesOrders using Date
Show q_SalesOrders for each record in SalesOrders using Customer
Show q_SalesOrders for each record in SalesOrders using ClerkID

Cancel < Back Next > Finish

SubForm Wizard

What name would you like for your subform or subreport?

Those are all the answers the wizard needs to create your subform or subreport.

☐ Display Help on working with subforms or subreports.

Cancel < Back Next > Finish

...by using wizard

rd

er

SalesOrders

SalesOrderID: 3 Date: 10/21/2003

CustomerID: Peter Parker

ClerkID: George

q_SalesOrders

SumOfItemTotal: \$20.24

Record: 1 of 1

Record: 3 of 6

OrderItems

ItemID
Gadget

ItemQuantity 1

ItemUnitPrice \$2.55

ItemTotal \$2.55

Record: 1 of 14

SalesOrders

SalesOrderID

Date

Customer

Clerk

OrderItems

ItemID

ItemQuantity

ItemUnitPrice

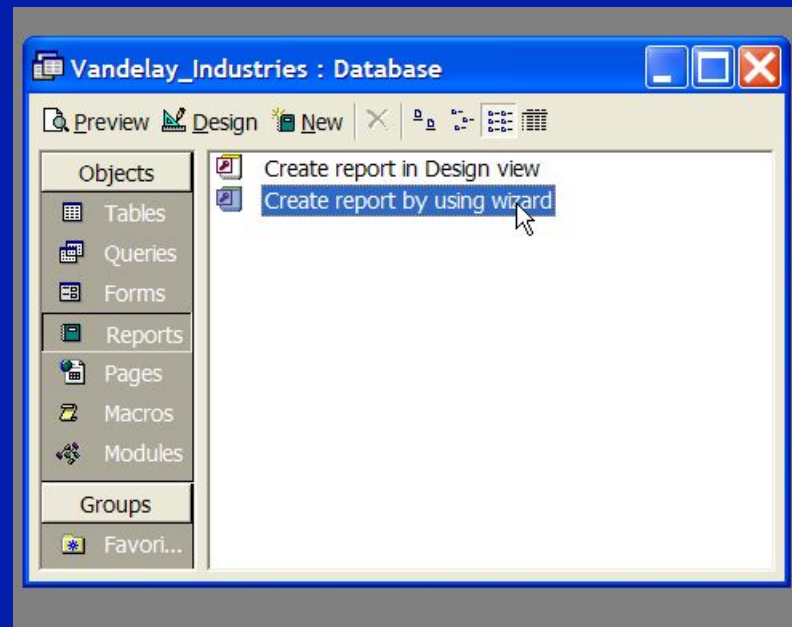
ItemTotal

Record: of 3

SumOfItemTotal

Record: of 1

Record: of 6



Report Wizard



Which fields do you want on your report?

You can choose from more than one table or query.

Tables/Queries

Table: Clerks

- Table: Clerks
- Table: Customers
- Table: InventoryItems
- Table: OrderItems
- Table: SalesOrders
- Query: q_BestClerks
- Query: q_BestCustomers
- Query: q_OrderItems
- Query: q_SalesOrders

<<

Selected Fields:

Cancel

< Back

Next >

Finish

Report Wizard



Which fields do you want on your report?

You can choose from more than one table or query.

Tables/Queries

Query: q_SalesOrders

Available Fields:



Selected Fields:

SalesOrderID
Date
CustomerID
CustomerName
ClerkID
ClerkName
SumOfItemTotal

Cancel

< Back

Next >

Finish

Report Wizard



Which fields do you want on your report?

You can choose from more than one table or query.

Tables/Queries

Query: q_SalesOrders

Table: Clerks
Table: Customers
Table: InventoryItems
Table: OrderItems
Table: SalesOrders
Query: q_BestClerks
Query: q_BestCustomers
Query: q_OrderItems
Query: q_SalesOrders



Selected Fields:

SalesOrderID
Date
CustomerID
CustomerName
ClerkID
ClerkName
SumOfItemTotal

Cancel

< Back

Next >

Finish

Report Wizard



Which fields do you want on your report?

You can choose from more than one table or query.

Tables/Queries

Query: q_OrderItems

Available Fields:



Selected Fields:

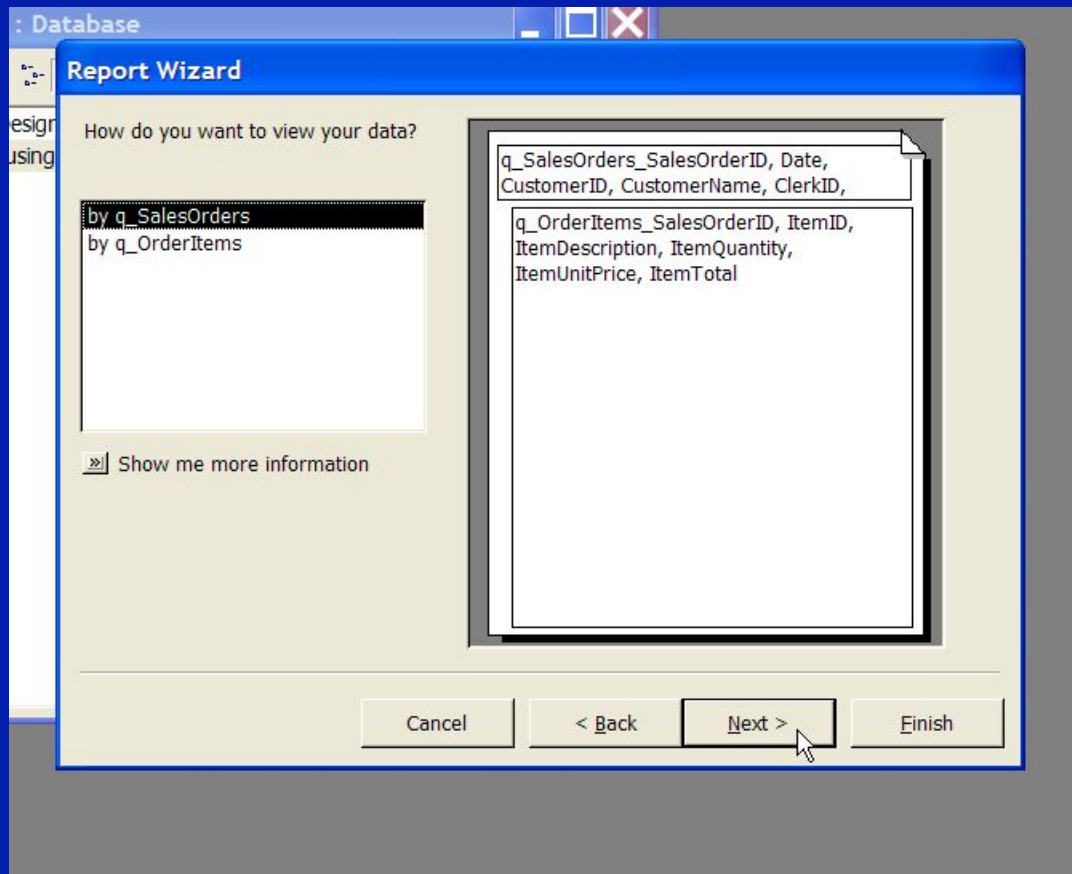
ClerkName
SumOfItemTotal
q_OrderItems.SalesOrderID
ItemID
ItemDescription
ItemQuantity
ItemUnitPrice
ItemTotal

Cancel

< Back

Next >

Finish



Database

Report Wizard



What title do you want for your report?

r_SalesOrders1

That's all the information the wizard needs to create your report.

Do you want to preview the report or modify the report's design?

☒ Preview the report.

☐ Modify the report's design.

☐ Display Help on working with the report?

Cancel < Back Next > Finish