

MS Access Exercise 1

Create a database file, which will require you to create one table, one query, one form, and one report.

Create table: CUSTOMERS

Create the field names and their properties as you need them to store your specific data for customers. You will have *at least* five customers with their information included in your customer table.

CUSTOMERS Table Field Names:

Customer ID (Primary Key: CID)

First Name (FNAME)

Last Name (LNAME)

City (CITY)

State (STATE)

Number of Purchases (PNUMBER)

Total Amount of Purchases (PTOTAL)

Date of Last of Purchase (PLAST)

Create query: NY Customers

Create a query that displays only the NY customers sorted by last name in ascending order.

Create report: NY Customers Report

Create a report from the NY Customers query.

Create form: New Customers

Create a form for the Customers table. Include all fields in the form. Use the Form Wizard to create a form. Using the New Customers form, enter two additional customers:

Marion Morrison New Paltz NY 3 \$150.00 March 12, 2010

Adam Jones Kingston RI 2 \$250.00 March 17, 2010