Figure 45: Enrollment Data

Customer Last Name	Description	Enrollment Date
Sasser	5 Sessions	1/17/2007
Rother	One Month Unlimited	1/18/2007
Chen	10 Sessions	1/15/2007
Elotmani	One Session	·1/18/2007
Schoenhals	Loyal Customer	1/18/2007
Erbst	15 Sessions	1/18/2007
Ottinger	One Month Unlimited	8/15/2007
Blochowiak	10 Sessions	8/15/2007
Harley	5 Sessions	8/20/2007

Activity 3: Query Creation

Activity 3 creates three queries. The first query, qrySingleSession, identifies how many customers have purchased a single tanning session. The second query, qryInactive, identifies the salon's customers who are not currently enrolled. The third query, qryNewEnrollment, identifies the customers that enrolled after August 1, 2007.

Task 1: Create the qrySingleSession Query

1. From the Other group located on the Create tab, click the Query Design button. See Figure 46.

2. The Query Design view and the Show Table dialog box open. (If the Show Table dialog box is not open, click the Show Table button located in the Query Setup group.)

3. In the Show Table dialog box, double click tblEnrollment and tblItem. The field lists for both tables should now be added to the top pane of the Query Design window. Click the Close button.

4. Add the Description field from the tblItem table and the Itype field from the tblEnrollment table to the query design grid. (You can add a field by double clicking its name.)

5. From the Show/Hide group, click the Totals button. See Figure 47.

6. In the Total row for the IType field, click the drop-down arrow and select Count from the drop-down list. (If the drop-down arrow is not showing, just click by the word "By". The drop-down arrow should now appear.)

7. In the Sort row for the Description field, click the drop-down arrow and select Ascending from the drop-down list.

8. In the Criteria row for the Description field, enter "One Session".

9. Click the Save button located on the Quick Access Toolbar. When prompted, name the query "qrySingleSession". Figure 48 shows the query in Design View.

10. Click the Run button located in the Results group. Figure 49 shows the Run button, and Figure 50 shows the query results.

Figure 46: Query Design Button

Figure 47: Totals Button

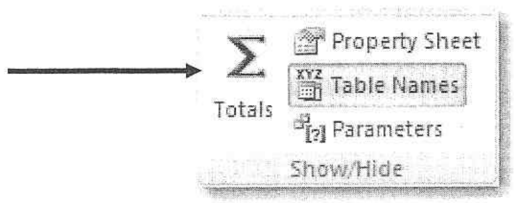


Figure 48: qrySingleSession Query in Design View

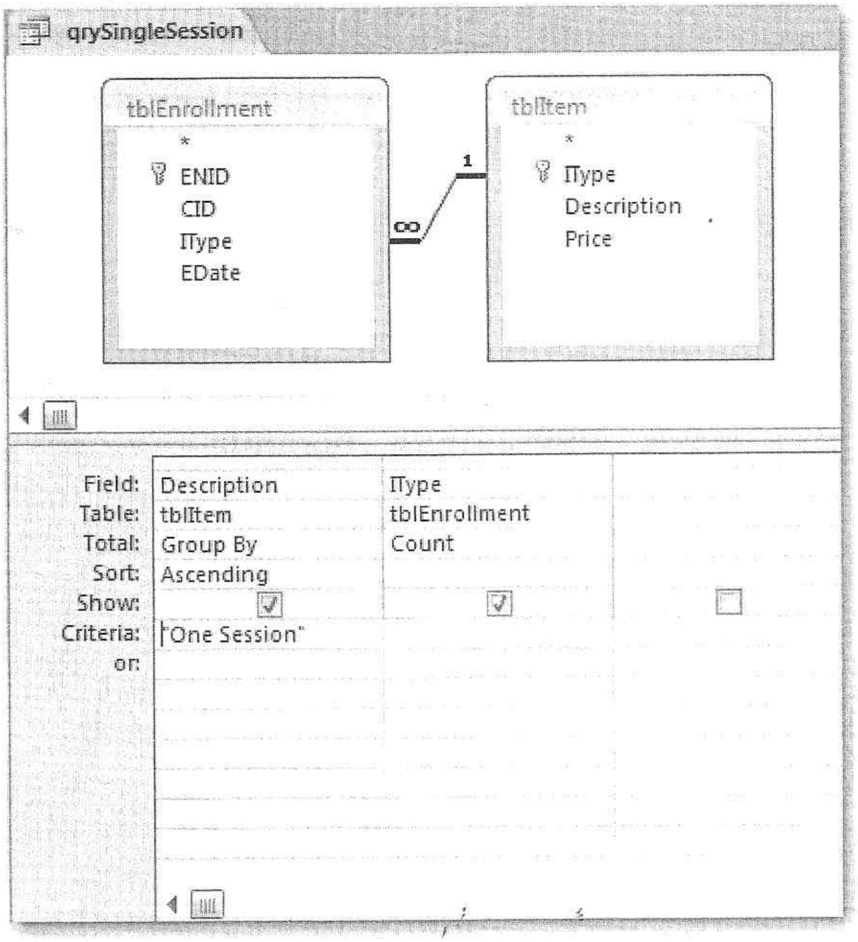


Figure 49: Run Button

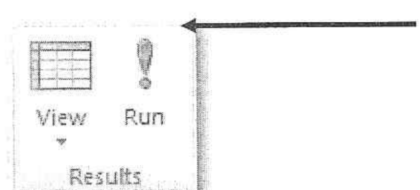
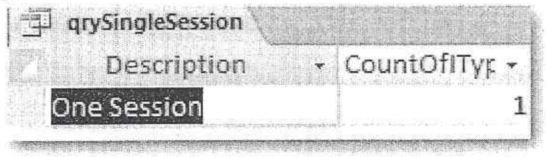


Figure 50: qrySingleSession Query Results



Task 2: Create the qryInactiveCustomers Query

1. From the Other group located on the Create tab, click the Query Wizard button. Refer back to Figure 46.
2. In the New Query dialog box, select the Find Unmatched Query Wizard. See Figure 51. Click the OK button.
3. In the Find Unmatched Query Wizard dialog box, specify tblCustomer as the table that contains the records that you want in the query results. See Figure 52. Click the Next button.
4. When prompted by the Find Unmatched Query Wizard, specify tblEnrollment as the table that contains the related records. See Figure 53. Click the Next button.
5. When prompted by the Find Unmatched Query Wizard, specify the CID field as the matching field. See Figure 54. Click the Next button.
6. When prompted by the Find Unmatched Query Wizard, display all fields in the results. See Figure 55. Click the Next button.
7. When prompted, name the query qryInactive. See Figure 56. Click the Finish button. Figure 57 shows that Mitchell Grant is an inactive customer.

Figure 51: New Query Dialog Box

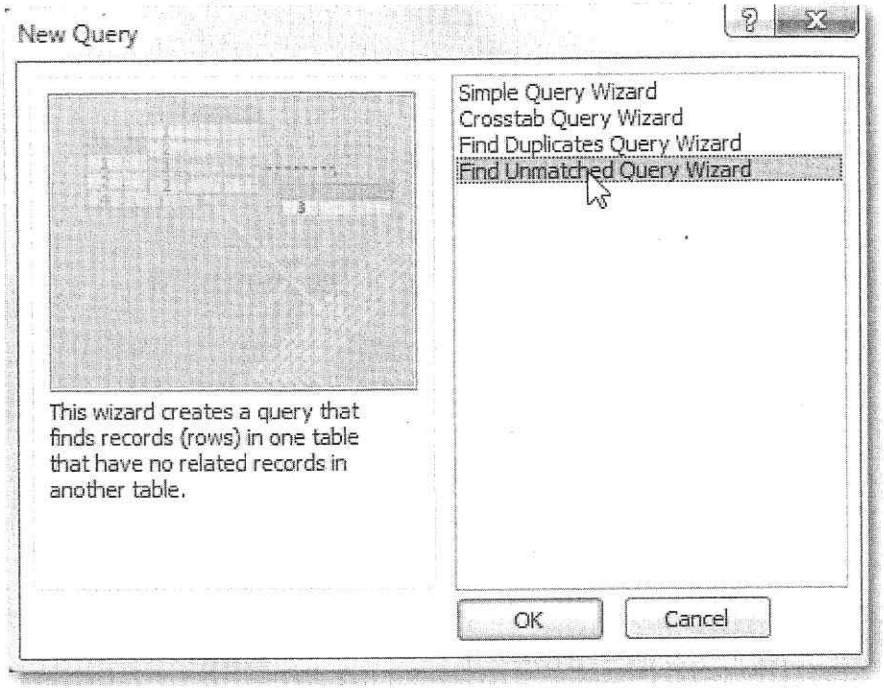


Figure 52: Find Unmatched Query Wizard Dialog Box

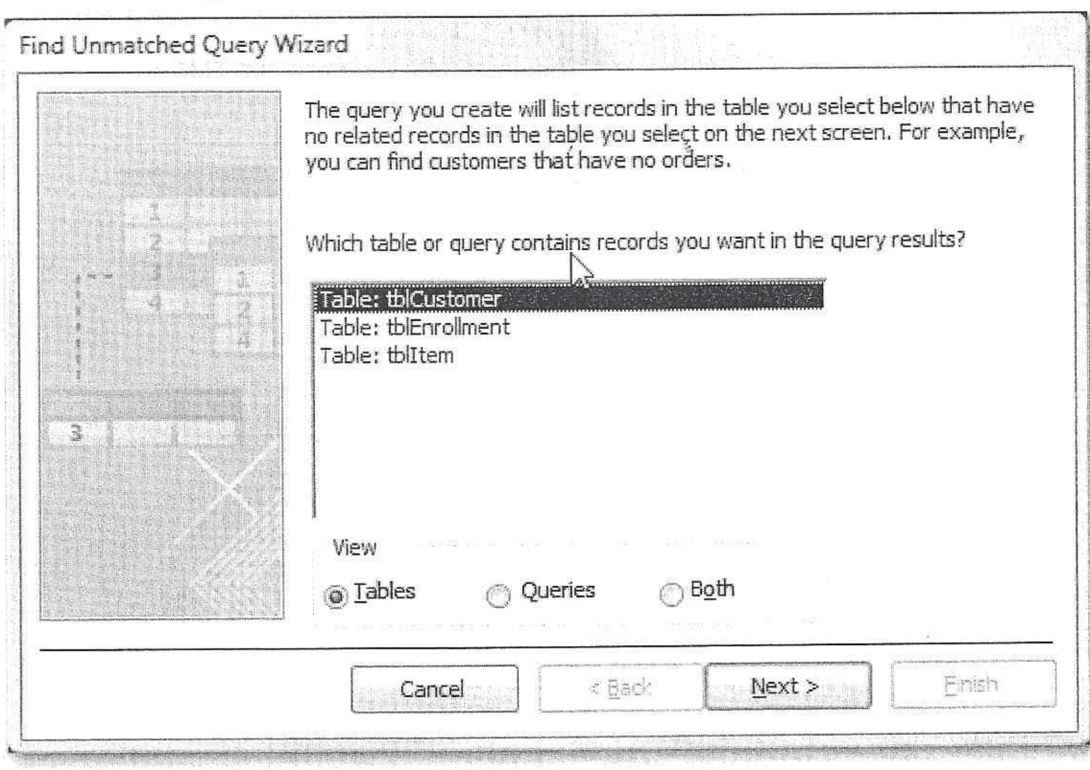


Figure 53: Find Unmatched Query Wizard Related Table Dialog Box

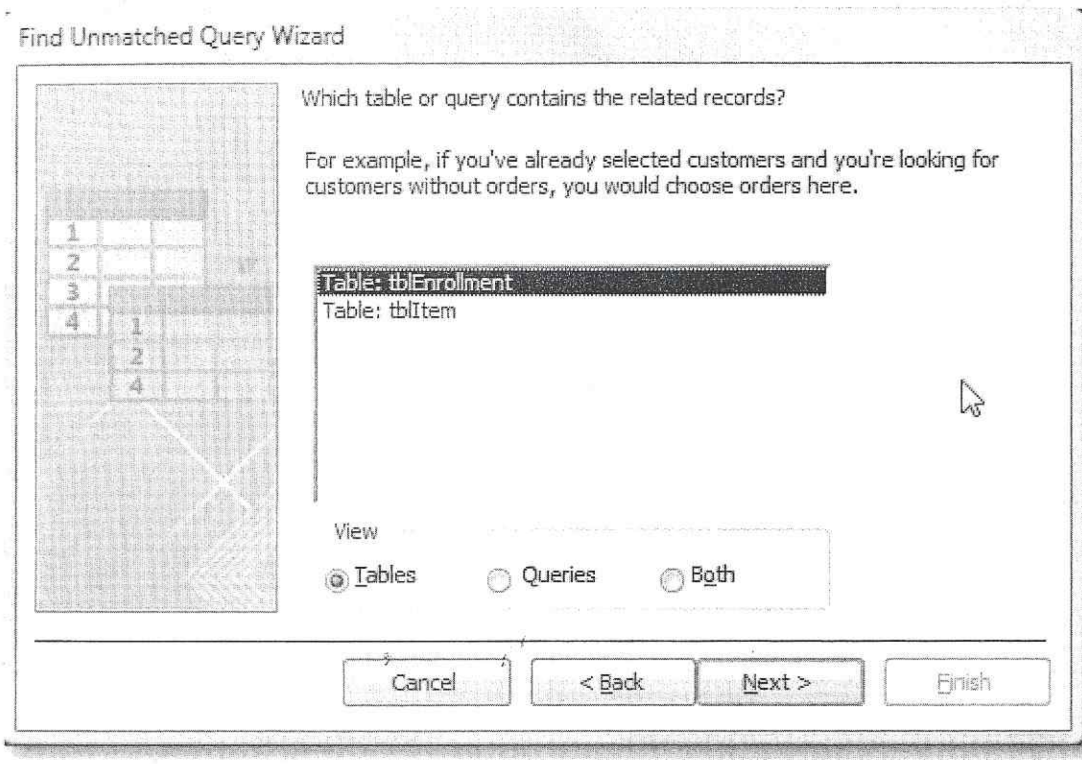


Figure 54: Find Unmatched Query Wizard Matching Field Dialog Box

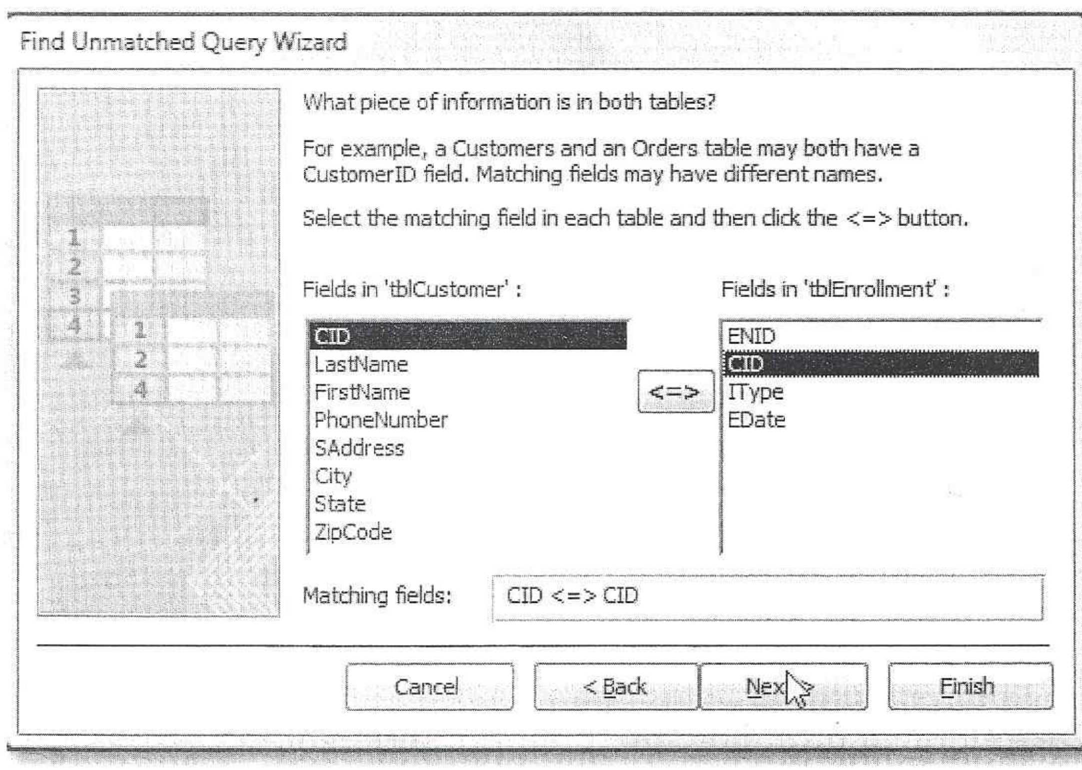


Figure 55: Find Unmatched Query Wizard Result Fields Dialog Box

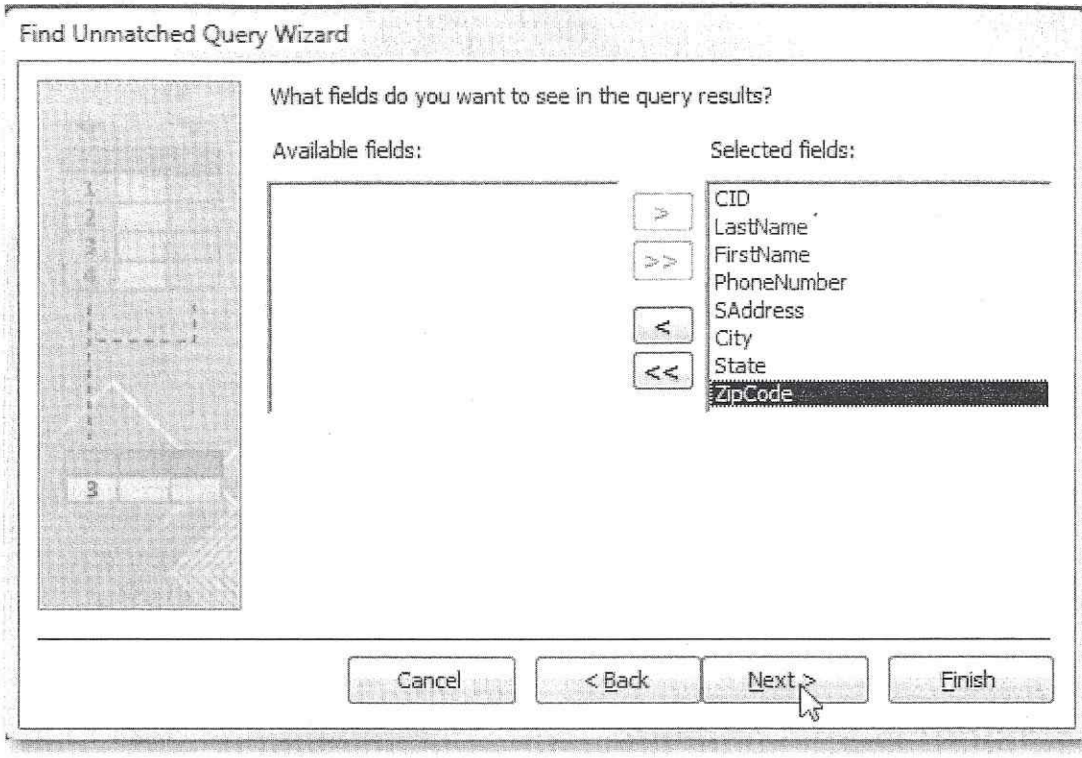


Figure 56: Find Unmatched Query Wizard Name Dialog Box

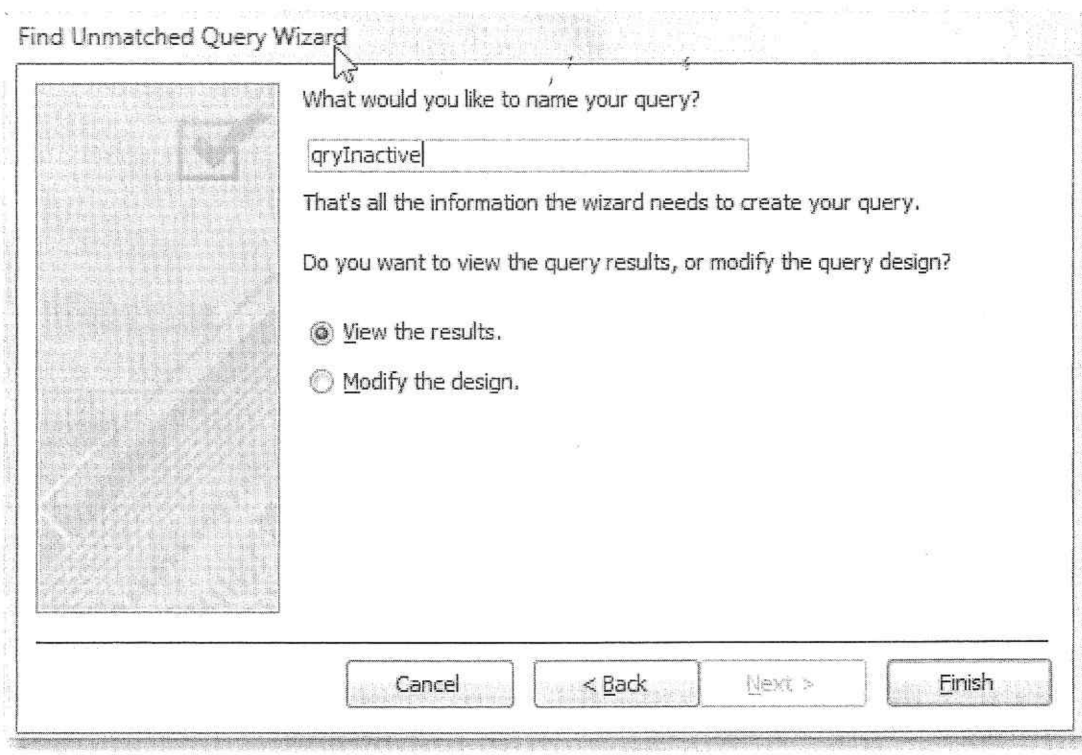


Figure 57: Inactive Query Results

CID	LastName	FirstName	PhoneNumber	SAddress	City	State	ZipCode
1	Grant	Mitchell	555-1255	1010 Boulevard Rd.	San Francisco	CA	94111
(New)							

Task 3: Create the qryNewEnrollment Query

1. From the Other group located on the Create tab, click the Query Design button. Refer back to Figure 46.

2. The Query Design View and the Show Table dialog box open. (If the Show Table dialog box is not open, click the Show Table button located in the Query Setup group.)

3. In the Show Table dialog box, double click tblEnrollment and tblCustomer. The field lists for both tables should now be added to the top pane of the Query Design window. Close the Show Table dialog box.

4. Add the LastName and FirstName fields from tblCustomer and the EDate field from tblEnrollment to the query design grid. (You can add a field by double clicking its name.)

5. In the Sort row for the LastName field, click the drop-down arrow and select Ascending from the drop-down list.

6. In the Criteria row for the EDate field, enter ">8/01/2007".

7. Click the Save button located on the Quick Access Toolbar. When prompted, name the query "qryNewEnrollment". Click the OK button.

8. Click the Run button located in the Results group. Figure 58 shows the query in Design View, and Figure 59 shows the query results.

Figure 58: qryNewEnrollment Query in Design View

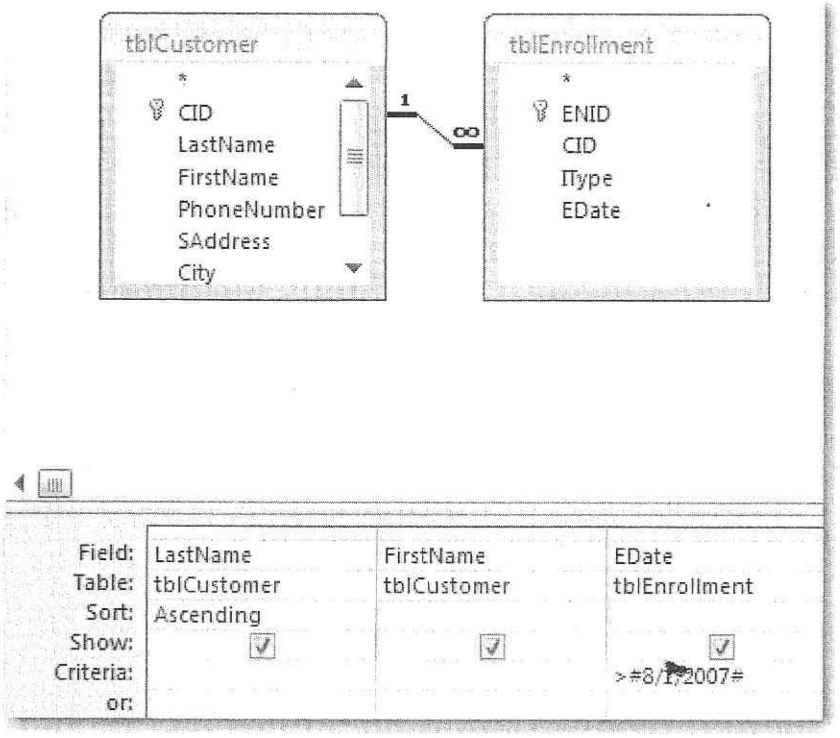
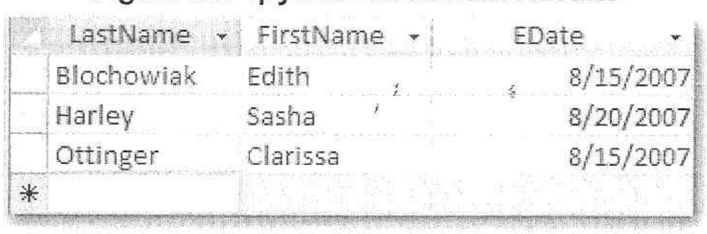


Figure 59: qryNewEnrollment Results



LastName	FirstName	EDate
Blochowiak	Edith	8/15/2007
Harley	Sasha	8/20/2007
Ottinger	Clarissa	8/15/2007

Activity 4: Prepare the Customer List Report

Activity 4 prepares the Customer List report according to Timeka's specifications. This activity is easy to perform, as the Report Wizard can be used.

Task 1: Create the Customer List Report

1. From the Reports group located on the Create tab, click the Report Wizard button. The first of several Report Wizard dialog boxes will appear.

2. In the Report Wizard dialog box, select tblCustomer as the data source.

3. Add all the fields from tblCustomer except the CID field. Click the Next button. See Figure 60.
4. Do not add a grouping level to the report; click the Next button. See Figure 61.
5. When prompted by the Report Wizard, specify an ascending sort order on the LastName field. Click the Next button. See Figure 62.
6. When prompted by the Report Wizard, specify a Tabular layout for the report. Click the Next button. See Figure 63.
7. When prompted by the Report Wizard, specify the Flow style for the report. Click the Next button. See Figure 64.
8. When prompted by the Report Wizard, specify Customer List Report as the report's name. Click the Finish button. See Figure 65.
9. Bold and center the Customer List Report label over the report's contents.
10. In the Page Header section, modify the labels so that they appear similar to the labels shown in Figure 66.
11. In the Detail section, reposition the controls so that they appear similar to Figure 66.
12. Select the controls in the Detail section.
13. From the Font group located on the Design tab, click the drop-down arrow beside the Font Color button. Select Dark Blue 4 (In the Standard Colors group, it is Row 5, Column 4).
14. Select the controls in the Page Footer section.
15. From the Font group located on the Design tab, click the drop-down arrow beside the Font Color button. Select Dark Blue 4 (In the Standard Colors group, it is Row 5, Column 4).
16. Save the report. Figure 67 shows the Customer List Report in Report view.

Figure 60: Report Wizard Table and Field Selection Dialog Box

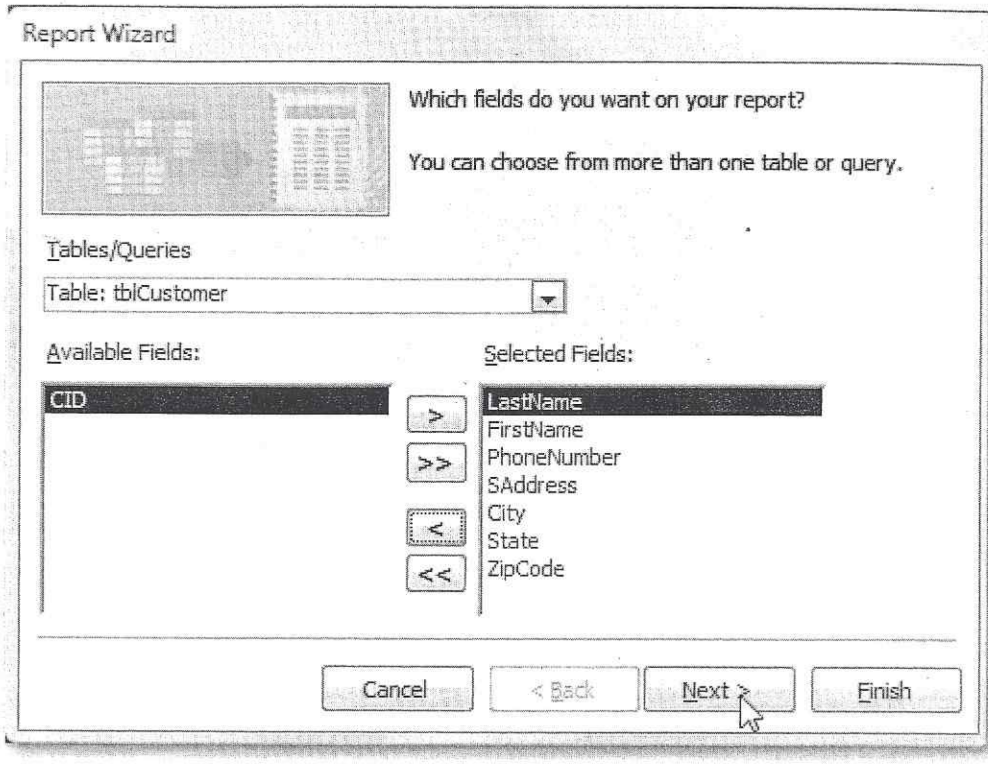


Figure 61: Report Wizard Grouping Dialog Box

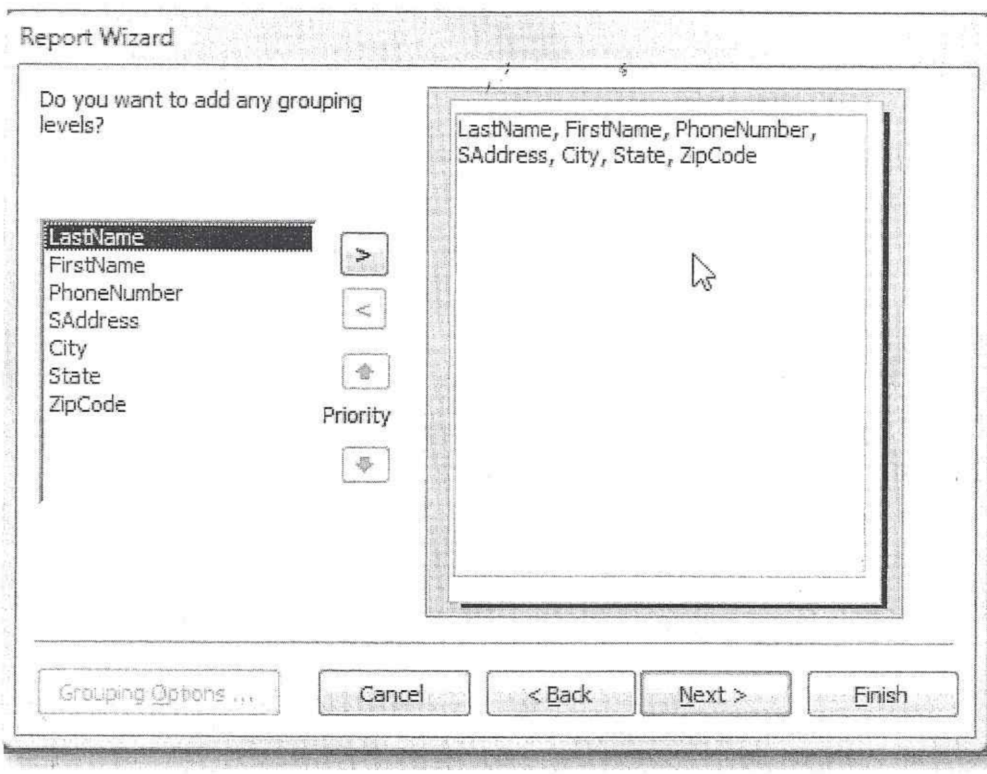


Figure 62: Report Wizard Sort Order Dialog Box

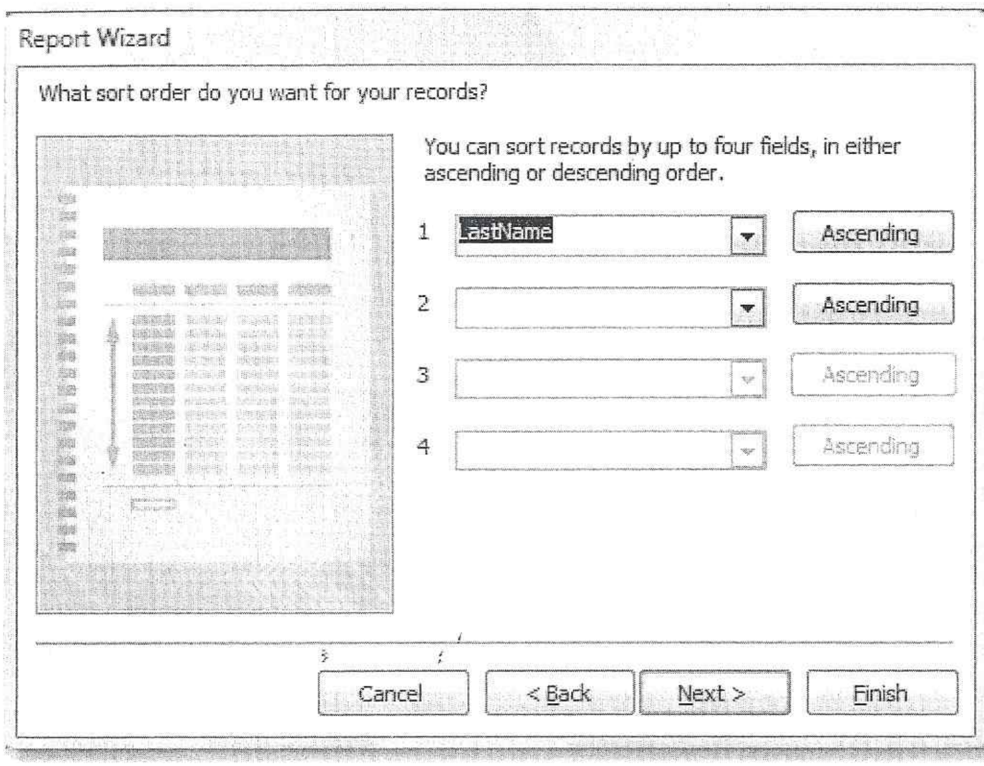


Figure 63: Report Wizard Layout Dialog Box

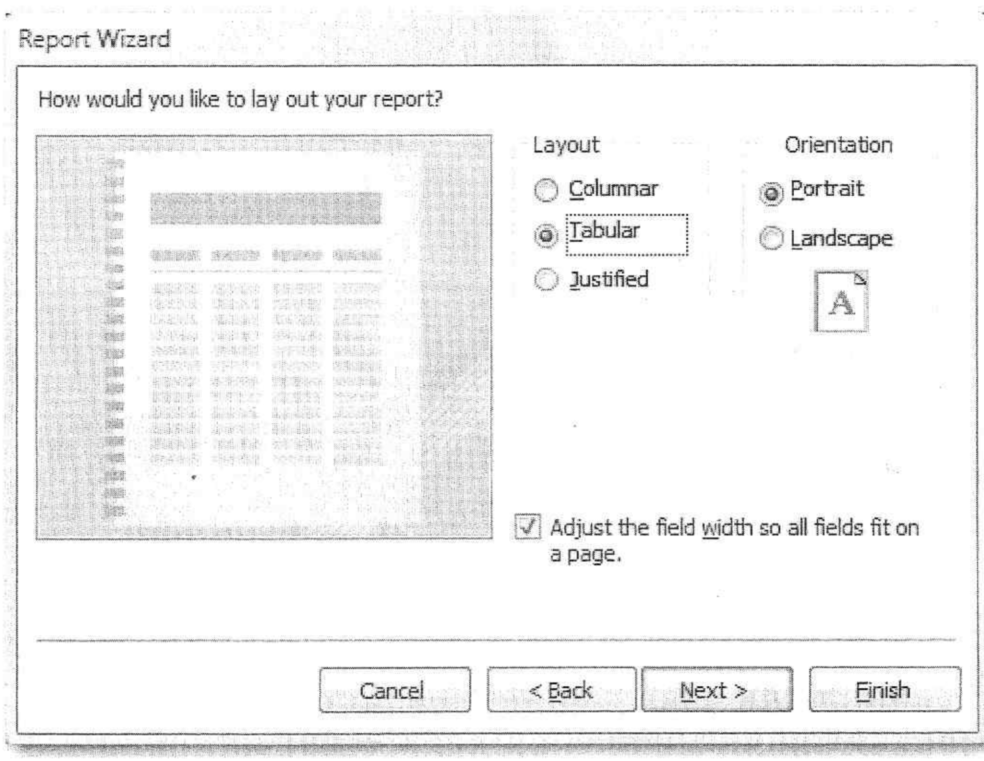


Figure 64: Report Wizard Style Dialog Box

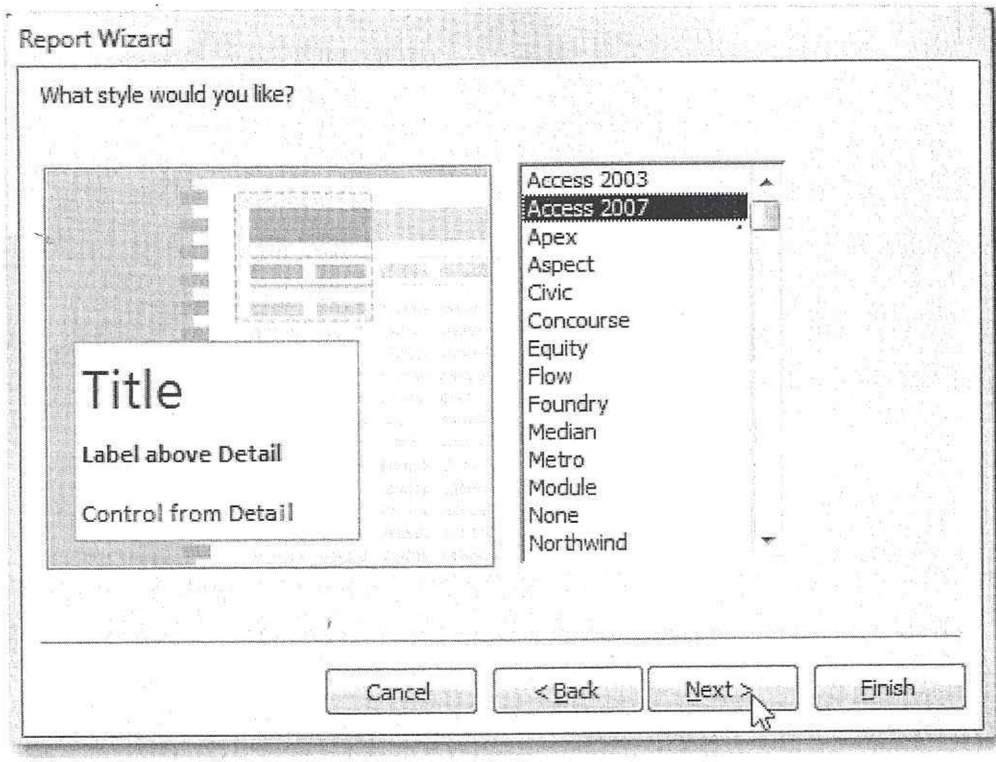


Figure 65: Report Wizard Name Dialog Box

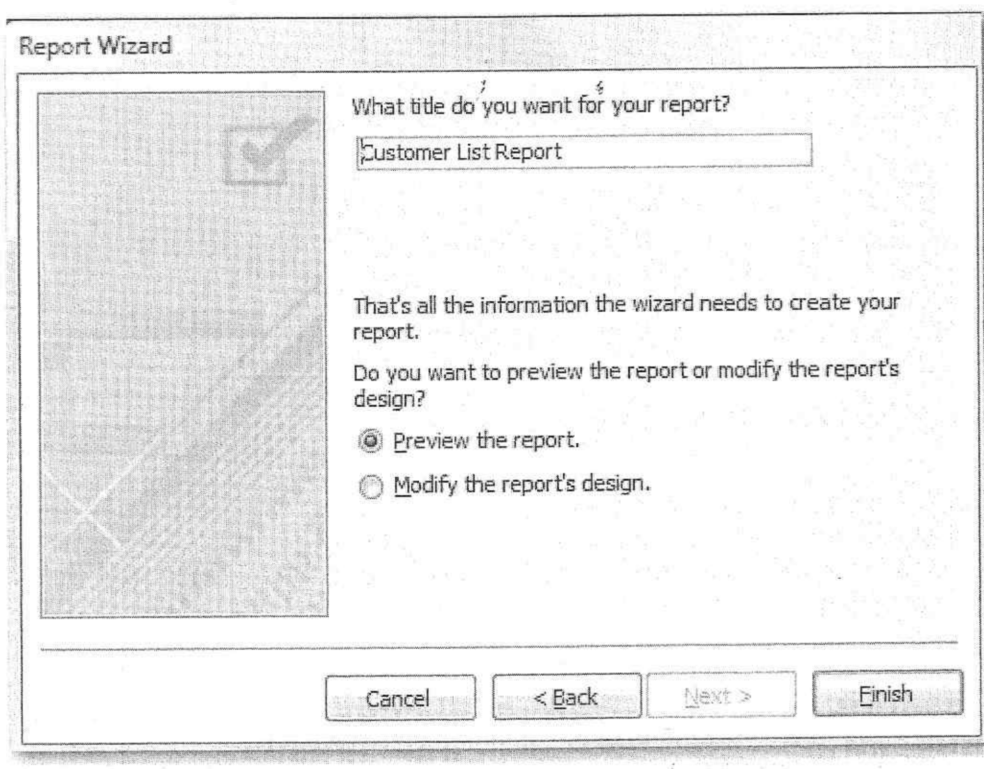


Figure 66: Customer List Report in Design View

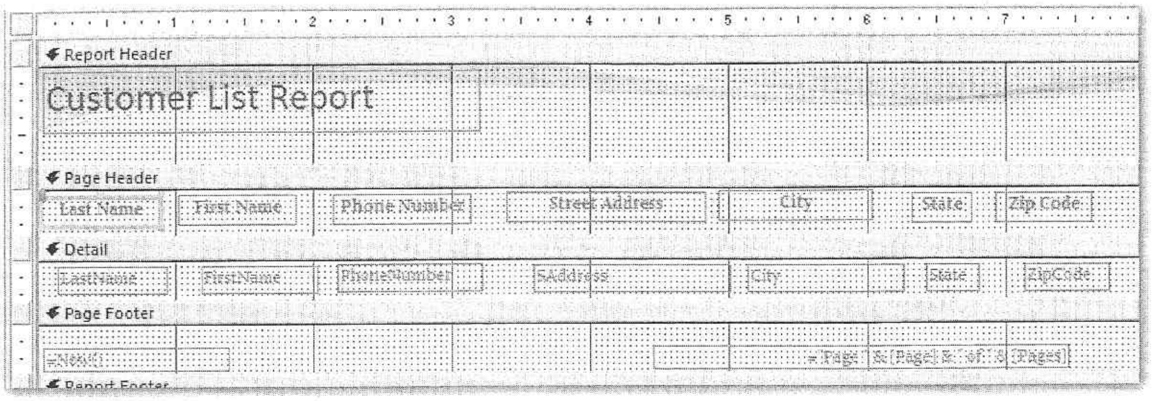
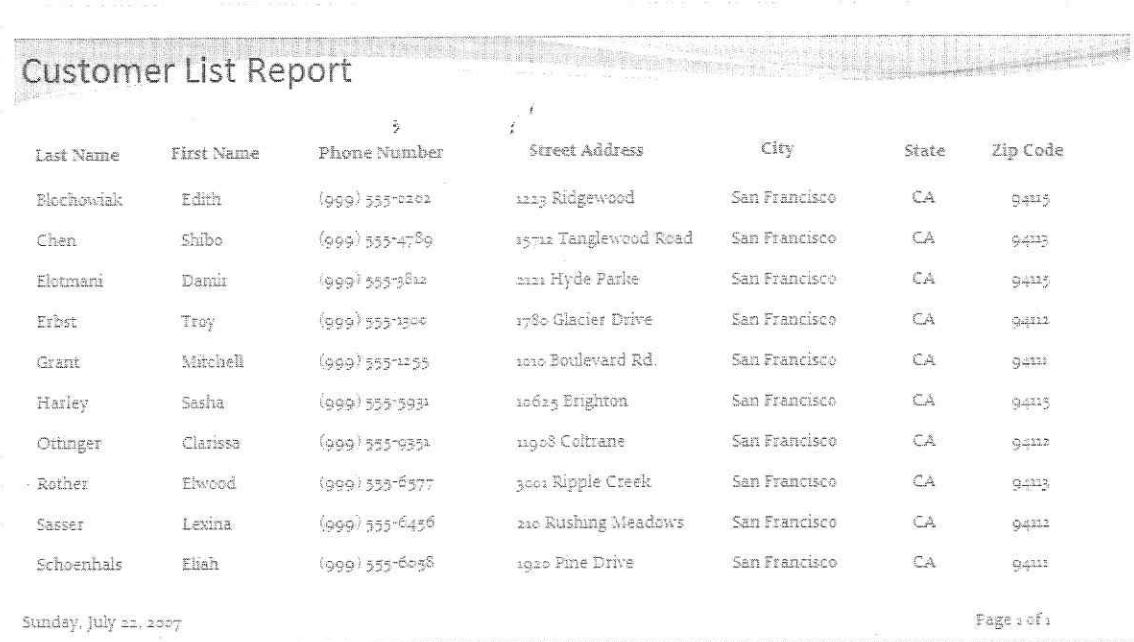


Figure 67: Customer List Report



Customer List Report

Last Name	First Name	Phone Number	Street Address	City	State	Zip Code
Blochowiak	Edith	(999) 555-0202	1223 Ridgewood	San Francisco	CA	94115
Chen	Shibo	(999) 555-4789	15712 Tanglewood Road	San Francisco	CA	94113
Elotmani	Damir	(999) 555-3812	2121 Hyde Parke	San Francisco	CA	94115
Erbst	Troy	(999) 555-1300	1780 Glacier Drive	San Francisco	CA	94112
Grant	Mitchell	(999) 555-1255	1010 Boulevard Rd.	San Francisco	CA	94111
Harley	Sasha	(999) 555-5931	10625 Brighton	San Francisco	CA	94115
Ottinger	Clarissa	(999) 555-9351	11908 Coltrane	San Francisco	CA	94112
Rother	Elwood	(999) 555-6577	3001 Ripple Creek	San Francisco	CA	94113
Sasser	Lexina	(999) 555-6456	210 Rushing Meadows	San Francisco	CA	94112
Schoenhals	Eliah	(999) 555-6058	1920 Pine Drive	San Francisco	CA	94111

Sunday, July 22, 2007

Page 1 of 1

Test Your Design Preparation

As the tutorial mentions, Ms. Lorenzo needs you to enter the fitness membership plans into the database, as well as add several new customer enrollments. As the tutorial's Test Your Design section only involves adding new data to the tables, a step-by-step guide is not provided.

Case Deliverables Preparation

For each MIS Cases: Decision Making with Application Software, Fourth Edition database case, you will prepare several deliverables. Your instructor will specify which deliverables you are to prepare.

The Test Your Design section often specifies that the database is to be modified and that new data are to be added. This request encourages you to prepare a flexible database that is adaptable to changing business needs.