Database Test Full

1. Using a suitable database package, import the file **J8PRODS.CSV**

Assign the following data types to the fields.

Category	**Text**
Country	**Text**
Code	**Numeric / Integer**
Product	**Text**
Stock	**Numeric / Integer**
Reorder	**Numeric / Integer**
Price	**Numeric / Currency / 2 decimal places**
Special	**Boolean / Logical**
Date	**Date**
Notes	**Text**

Make sure that you use these field names. You may add another field as a primary key field if your software requires this.

2. Save a screen shot showing the field names and data types used. Print a copy of this screen shot. Make sure that your name, Centre number and candidate number are included on this printout.

3. Insert the following three records:

Category	*Country*	*Code*	*Product*	*Stock*	*Reorder*	*Price*	*Special*
Tea	**China**	**132**	**Orange Blossom**	**49**	**50**	**4.4**	**No**
Tea	**China**	**144**	**China Rose**	**25**	**50**	**2.3**	**No**
Coffee	**Guatemala**	**406**	**Guatemalan El Pulcal**	**35**	**50**	**2.75**	**No**

Check your data entry for errors.

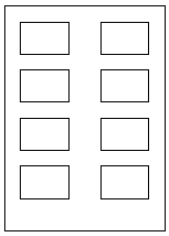
4. Save the data.

5. Produce a report which:
   - contains a new field called **Cost** which is calculated at run-time. This field will calculate the *Price* multiplied by the *Reorder* quantity
   - has the *Cost* field set as *Currency* with **2** decimal places
   - shows only the records where the *Stock* is **50 or less,** the product is **not** a *Special* order
   - shows only the fields *Category*, *Country*, *Code*, *Product*, *Stock*, *Price* and *Cost* and their labels in full
   - fits on a single page
   - has a page orientation of landscape
   - sorts the data into ascending order of *Code* (with 7 at the top)
   - calculates the total cost of the order below the *Cost* column
   - has the total cost formatted to currency with **2** decimal places
   - has the label **Total Cost of Order** for the total
   - includes the heading **Reorder List** at the top of the page
   - has your name, Centre number and candidate number on the right in the footer.
6. Save and print this report.
7. Produce a report which:
   - shows only the records which contain the word **leaves** in the *Notes* field
   - shows only the fields *Country*, *Stock* and *Price* and their labels in full
   - has a page orientation of portrait
   - fits on a single page
   - sorts the data into ascending order of *Product*
   - has your name, Centre number and candidate number on the right in the footer.
8. Save and print this report.
9. Save this data in a form which can be imported into a text document.

10. Produce labels from all the data which:

- have a page orientation of portrait
- fit two side by side on the page
- fits on a single page wide
- show only the records that where the product has a date in *May 2009* and the *Notes* field is **not blank**
- show only the fields *Code*, *Product*, *Price* and *Notes* each on a separate line
- are sorted into ascending order of *Product*
- include the heading **Not blank Exports in May 2009** centred at the top of each label
- have your name, Centre number and candidate number on the left at the bottom of each label.

The page layout may look like this



11. Save and print these labels.

12. Produce a new report from all the data which:

- shows a summary of only the *Country*, ~~*Product*~~ and *Stock* fields
- performs a count of the number of *Products* for each *Country*
- calculates the sum of the number of items in *Stock* for each *Country*
- only reports where *Products* number more than **3**

13. Export this data in a form which can be imported into a graph/charting package.

14. Produce a new report from *not blank Exports* in *May 2009* only:

- performs a count of the number of *Products* for each *Country*
- calculates the sum of the number of items in *Stock* for each *Country*

15. Save this data in a form which can be imported into a text document.

Export this data in a form which can be imported into a graph/charting package.