Database Demonstration Exam

? Help A

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

2. Assign the following data types to the fields.

Code	**Text**
Reference	**Numeric / Integer**
Country	**Text**
Price Per Square metre	**Numeric / Currency / 2 decimal places**
Current Area	**Numeric / Integer**
Potential Area	**Numeric / Integer**
Owned	**Boolean / Logical**
Exports	**Text**
Date	**Date**

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

3. 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.

? Help B

4. Insert the data for the following three records:

Code	*Reference*	*Country*	*Price per Square metre*	*Current Area*	*Potential Area*	*Owned*	*Exports*
OC	*1*	*Australia*	16	*330*	*790*	*Y*	*Ores and metals*
OC	*2*	*Australia*	5	*0*	*7420*	*N*	*Wool and live animals*
OC	*3*	*Australia*	2	*0*	*550*	*Y*	*Fuels and machinery*

   Check your data entry for errors.

? Help C

5. Save the data.

6. Produce a report from all the data which:

- contains a new field called **Growth** which is calculated at run-time. This field will calculate the *Potential Area* minus the *Current Area*
- has the *Growth* field set as *Standard* with **2** decimal places
- shows only the records where the *Country is* **America or Australia or England**, where *the Potential Area* is **10000 or less** and the *Exports* field is not **blank**
- shows only the fields *Code*, *Country*, *Price per square metre*, *Potential Area*, and *Growth* and their labels in full
- fits on a single page
- has a page orientation of landscape
- sorts the data into ascending order of *Growth* (with 0 at the top)
- calculates the total *Price per square metre* below the *Price per square metre* column
- has the total *Price Per Square metre* formatted to *Currency* with **2** decimal places
- has the label **Total price per square metre** for the total
- includes the heading **Large sites in America, Australia and England** at the top of the page
- has your name, Centre number and candidate number on the right in the footer.

7. Save and print this report.

? Help D

? Help E

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

- has a page orientation of portrait
- fits on a single page wide
- the Date is between **01/01/2009** and **31/01/2009** inclusive
- shows only the fields *Country*, *Price per square metre* and *Current Area*
- shows this data and the field names in full
- sorts the data into ascending order of *Date* and descending order of *Country*
- calculates the average *Potential Area*
- has the average *Potential Area* formatted to **0** decimal places
- has the label **Average Potential Area** for the average
- includes the heading **January 2009** at the top of the page
- has your name, Centre number and candidate number on the left in the footer.

9. Save and print this report.

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? Help G

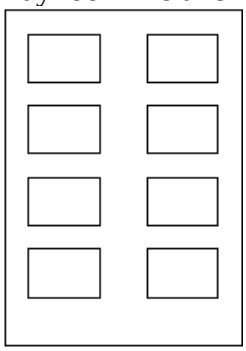
10. Save this data in a form which can be imported into a text document.

? Help H

11. Produce labels from all the data which:

- have a page orientation of portrait
- fit two side by side on the page
- show only the records where the site is **not** *owned* and which contain the word **oil** in the *Exports* field
- show only the fields *Reference, Potential Area* and *Exports* each on a separate line
- are sorted into descending order of *Country*
- include the heading **Not owned oil sites** 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



12. Save and print these labels.

? Help I

? Help J

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

- shows a summary of only the *Country* and *Potential* Area fields
- performs a count of the number of sites in each *Country*
- calculates the sum of the *Potential Area* within each *Country*
- only reports where Sites number more than 3

? Help K

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

? Help L

15. Produce a new report which:

- shows a summary of sites in **January 2009** only
- uses only the *Country* and *Price per square metre* fields
- calculates the sum of the *Price per square metre* for each member of *Country*
- performs a count of the number of sites in each *Country*
- has your name, Centre number and candidate number on the left in the footer.

? Help M

16. Save and print this report.