

12. Copy the qryInexpensiveHikingTours query, and save it as **qryTopInexpensiveHikingTours**. Use the Top Values property to select the top 50 percent of the records. Save and run the query, and then close it.
13. In the tblReservation table, change the TourID field data type to Lookup Wizard. Select all of the fields from the tblTour table, sort in ascending order by TourName, do not show the key column, resize the lookup columns to their best fit, select TourID as the field to store in the table, and accept the default label for the lookup column. View the tblReservation datasheet, resize the TourID column to its best fit, test the lookup field without changing a field value permanently, and then close the table.
14. Define a field validation rule for the People field in the tblReservation table. Acceptable field values for the People field are values less than or equal to 6. Display the message **Please book a custom tour for large groups.** when a user enters an invalid People field value. Save your table changes, and then test the field validation rule for the People field; be certain the field values are the same as they were before your testing.
15. Designate the Access2 > Case4 folder as a trusted folder. (*Note:* Check with your instructor before adding a new trusted location.)
16. Make a backup copy of the database, compact and repair the database, and then close it.