

Practice Exercises

1 Our Corner Bookstore



Tom and Erin Mullaney own and operate a bookstore in Philadelphia, Pennsylvania. Erin asked you to help her create an Access database because of your experience in this class. You believe that you can help her by creating a database and importing the Excel spreadsheets they use to store the publishers and the books that they sell. You determine that a third table—for authors—is also required. Your task is to design and populate the three tables, set the table relationships, and enforce referential integrity. If you have problems, reread the detailed directions presented in the chapter. This exercise follows the same set of skills as used in Hands-On Exercises 1 and 2 in the chapter. Refer to Figure 2.51 as you complete this exercise.

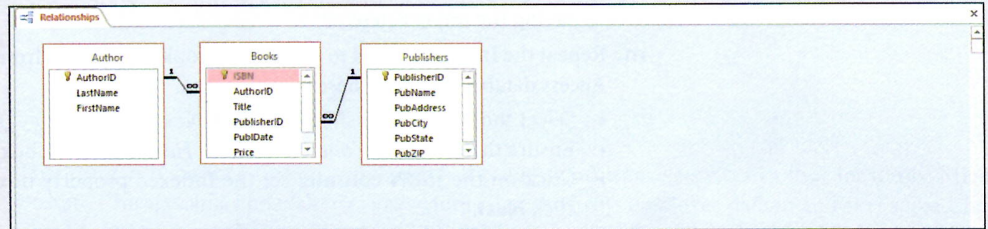


FIGURE 2.51 Books Relationships Window

- Open Access and click **Blank desktop database**. Type **a02p1Books_LastFirst** in the **File Name** box. Click **Browse** to locate your student data files folder in the File New Database dialog box, click **OK** to close the dialog box, and then click **Create** to create the new database.
- Type **11** in the **Click to Add column** and click **Click to Add**. The field name becomes *Field1*, and *Click to Add* now appears as the third column. Click in the third column, type **Benchloss**, and then press **Tab**. The process repeats for the fourth column; type **Michael R.** and press **Tab** twice.
- The cursor returns to the first column where (*New*) is selected. Press **Tab**. Type the rest of the data using the following table. These data will become the records of the Author table.

ID	Field1	Field2	Field3
1	11	Brenchloss	Michael R.
(New)	12	Turow	Scott
	13	Rice	Anne
	14	King	Stephen
	15	Connelly	Michael
	16	Rice	Luanne
	17	<i>your last name</i>	<i>your first name</i>

- Click **Save** on the Quick Access Toolbar. Type **Author** in the **Save As** dialog box and click **OK**.
- Click **View** in the Views group to switch to the Design view of the Author table.
- Select **Field1**—in the second row—in the top portion of the table design and type **AuthorID** to rename the field. In the *Field Properties* section in the lower portion of the table design, type **Author ID** in the **Caption property box** and verify that *Long Integer* displays for the Field Size property.
- Select **Field2** and type **LastName** to rename the field. In the *Field Properties* section in the bottom portion of the Design view, type **Author's Last Name** in the **Caption property box** and type **20** as the field size.
- Select **Field3** and type **FirstName** to rename the field. In the *Field Properties* section in the bottom portion of the table design, type **Author's First Name** as the caption and type **15** as the field size.
- Click the **ID field row selector** (which shows the primary key) to select the row and click **Delete Rows** in the Tools group. Click **Yes** twice to confirm both messages.
- Click the **AuthorID row selector** and click **Primary Key** in the Tools group to reset the primary key.
- Click **Save** on the Quick Access Toolbar to save the design changes. Click **Yes** to the *Some data may be lost* message. Close the table.