

9. Open the Phone Book report in Layout view. Delete the control containing the date. Change the title of the report to Contact Phone List.
10. Save the changes to the report.
11. If requested to do so by your instructor, add your first and last names to the end of the title and save the changes to the report.
12. Submit the revised database in the format specified by your instructor.
13.  a. Why would you use a template instead of creating a database from scratch with just the fields you need?
- b. The Attachment data type allows you to attach files to a database record. If you were using this database for a job search, what specific documents might you attach to a Contacts record?

Analyze, Correct, Improve

Analyze a database, correct all errors, and improve the design.

Correcting Errors in the Table Structure

Note: To complete this assignment, you will be required to use the Data Files for Students. Visit www.cengage.com/ct/studentdownload for detailed instructions or contact your instructor for information about accessing the required files.

Instructions: Analyze SciFi Movies is a database containing information on classic science fiction movies that your film professor would like to use for teaching. The Movie table shown in Figure 1–85 contains errors to the table structure. Your professor has asked you to correct the errors and make some improvements to the database. Start Access and open the Analyze SciFi Movies database from the Data Files for Students.

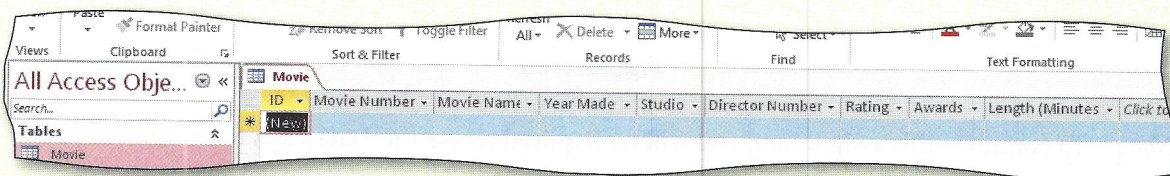


Figure 1–85

- 1. Correct** Movie Number should be the primary key for the Movie table. The ID field should not be a field in the table. The Rating field represents a numerical rating system of one to four to indicate the quality of the movie. Your instructor wants to be able to find the average rating for films directed by a particular director. Only integers should be stored in both the Rating and the Length (Minutes) fields.
- 2. Improve** The default field size for Short Text fields is 255. Changing the field size to more accurately represent the maximum number of characters that can be stored in a field is one way to improve the accuracy of the data. The Movie Number, Director Number, and Awards fields should have a maximum size of 3 characters. The Year Made field should have a maximum field size of 4. The Movie Name and Studio fields should have a maximum field size of 50. If instructed to do so by your instructor, rename the Movie table as Movie Last Name where Last Name is your last name. Submit the revised database in the format specified by your instructor.
- 3. ** The Awards field currently has a data type of Short Text, but the only values that will be stored in that field are Yes and No to indicate whether the movie won any awards. What would be a more appropriate data type for this field?