#### Microsoft Access Practical exercise

#### EXERCISE ONE.

- 1. Create a Table:
  - A. Create a table called Publisher having the following structure:

Field Name	Data Type
PubliD	Short Text
PubName	Short Text
URL	Hypertink:

Set the field PubID as the primary key.

Set the Field Size field property of the field PubID to 5.

Set the Field Size field property of the field PubName to 50.

Set the caption property of the PubID field to Publisher ID.

Set the caption property of the PubName field to Publisher's Name.

B. Enter the following data for the Publisher table:

PubID	PubName	URL
MIH	McGraw-Hill	http://www.m/she.com
PH	Prentice Hall	http://www.prenhall.com
WI	Willey	http://www.wiley.com
EL	Bisevier	http://www.elsevierdirect.com
A,WY	Addition Wesley	http://www.aw.com
MIP	MIT Press	http://mitpress.mit.edu
CL	Cengage Learning	http://cengage.com

- 2. Relationships
  - A. Create a relationship between the AuthorID field in the Author table and the AuthorCode field in the Book table. Put a checkmark in the box labeled Enforce Referential Integrity.
  - B. Create a relationship between the PublD field in the Publisher table and the PublD field in the Book table. Put a checkmark in the box labeled Enforce Referential Integrity.
- Create a Report:

Use the Report Wizard to create a report having the following requirements:

- Select the LastName field from the Author table.
- Select the Title and Price fields from the Book table.
- Select the PubName field from the Publisher table.
- View the data by Publisher.

# **Microsoft Access Exercise Manual**

Wenbin Ji

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