

AC4

Access Queries and Table Modification

This one starts with the database you created for AC2

Name and Save all Queries: **Each query should be saved first with your name and then the number of the query.** (e.g. Hainze-1)

1. Use queries to create an alphabetical listing of all employees by last name including only their last name, date hired and type.
2. Use queries to list all the records of all techs from both tables. Include all fields, but only display the SSN once. Use landscape mode and it may still take multiple pages.
3. Use queries to create a listing of all employees hired on or before 6/1/90. Include the last name, date hired and SSN.
4. Create a query to display the name and SSN of all employees who worked over 40 hours in both Week 2 and Week 3.
5. Create a query to display the name and SSN of all employees who worked over 40 hours in either Week 2 or Week 3.
6. Use queries to create a list with the Last Name and a calculated field to determine the pay for the 4 weeks. Create a calculated field called Gross Pay which computes the pay based adding the 4 weekly hours and multiplying the resulting sum by the salary rate.
7. In step 5, you have both query and table modification.
 - a. Include the last name in the query. Use a calculated field (called Average Hours) to determine the average number of hours worked per week $(\text{Hours week1} + \text{Hours week2} + \text{Hours week3} + \text{Hours week4})/4$
 - b. Modify the design of the employee table to include a field called overworked that has a data/type of yes/no
 - c. Add the data to each record indicating whether or not that employee averages over 40 hours per week in the yes/no field you created in step b. If the employee worked over 40 hours, the yes/no box should be checked by you.
8. Use queries to display all the fields in the Employee Table, sorted in ascending order by date hired. If there are any ties in the date hired, the secondary sort should be on last name.