

Databases pre-assessment section

1. Open the database application software.
2. Create a database to hold the following information about members of a ladies sports club.
Name the database file: Club
Name the table: ladies

The information and type of information to be held needs to be:

First Name – text, length would not be more than 20 characters

Surname – text, length would not be more than 25 characters

Join Date – date, for example, displayed as 23 August 1995

Member type – from a selection of Starter, Foundation, Gold, Premium

Costing level – recorded as a number between 1 and 9, 1 being the lowest cost and 9 highest

Paid – recording of whether paid the membership fee or not

3. Create the a simple form and use the form to enter the follow records.

First Name	Surname	Join Date	Member Type	Costing Level	Paid
Roberta	Chan	22/3/1995	Gold	3	Yes
Julie	Ombadet	14/2/2002	Premium	8	No
Paula	Jones	4/7/1992	Gold	7	No
Phoebe	Myers	11/5/1994	Foundation	2	Yes
Tao	Chan	23/8/2001	Gold	5	No
Cathenna	Shinawatra	18/4/1998	Gold	5	Yes
Malia	Patel	15/9/2010	Premium	8	Yes
Bhavika	Abu al-Jamil	5/4/2020	Starter	1	Yes
Mercedes	Gonzales	13/1/1970	Gold	6	Yes
Maria	Martinez	24/5/2002	Premium	9	No
Martina	Miller	18/6/1999	Gold	7	Yes
Long	Kim	23/2/2015	Foundation	1	No

For the following, you are not required to physically print, but you are required to present evidence of knowledge and ability to print by using screenshots or photographs or video.

4. Produce a printout of the form showing only the second last record.
5. Produce a printed list of all the data in the database.

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6. Produce a printed list of all members on the Gold type of membership who joined the club prior to 1/1/2000, and who have paid their membership fee.
7. Produce a printed list of all members on Costing Level 5 and above having paid their membership fee. Organise them into ascending order of Surname.
8. Produce a printout of a report that displays all of the members.
9. Produce a printout of a report that displays all of the members having paid their membership fee.
10. Save the database.
11. Make a copy of the database file, change the name of the copy to SportsProtected and password protect for the opening of the file using the password: wcs
12. Save and close all open files, exit the database application package.

You have now completed the Application Software pre-assessment.

END OF PRE-ASSESSMENT.