

INF 293 Computer Programming for Business Applications Class Work – 2

1. Start MS Access and create a new database with the name **CW2DATABASE** (with capital letters)
2. Create a new table called **Contractors** using Design View with the following structure (do not use a Primary key for this table).

Name of the Field	Type	Length/Field size	Explanation
ID	Text	4	ID number of employee – exactly 4 digits. Your data should be displayed like 9-3-89 (Input Mask)
LNAME	Text	10	Last Name of a person – Should be displayed with uppercase letters
FNAME	Text	10	First Name of a person – Should be displayed with uppercase letters
G	?	1	Gender code. Enter F for Female Enter M for Male. Perform data validation and use validation text
BDATE	?		Birth date of a person- Should be displayed like 25/02/1975 (Format: Short Date)
EDATE	?		Date of entrance to the company. Should be displayed like 17-Feb-89 (Format: Medium Date) Should be in the year 1989 . If not, warn the user.
EDU	?	1	Education code. Enter U for university graduate Enter H for high school Set the value U as default
DEPT	?	3	Department ID. Should be displayed like D99 (Input Mask: \D99 or \D00)

3. Enter the following records to table **Contractors** given below:

IDNO	LNAME	FNAME	G	BDATE	EDATE	EDU	DEPT
1-1-00	CELEBI	OZLEM	F	21/07/1948	30-Nov-89	H	D05
1-3-13	TOPUZ	HASAN	M	16/10/1950	22-Nov-89	U	D10
3-5-98	SABUNCU	ALPER	M	13/01/1978	01-Jan-89	U	D12
9-6-47	BERMEK	SEVINC	F	01/11/1984	04-May-89	H	D07

4. Save the table.