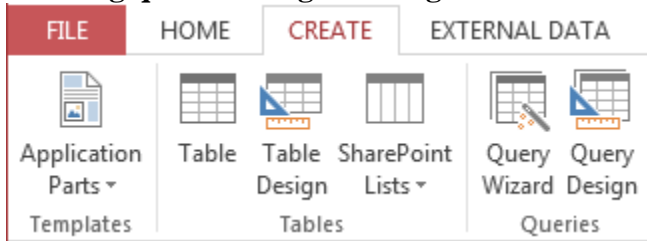


## First tutorial:

### Forming queries using the design view in Access: create->query design



- Creating queries via the Design view (avoid the query wizard)
- **Query 1:**
  - A single table, no condition (e.g., from the example database show the full name and SIN of all the records in the Employees table)
  
- **Query 2:**
  - A single table, simple condition (e.g., e.g., from the example database show the full name, address and city of employees who live in Calgary)
  
- **Query3:** multiple tables
  - Full name, region description of all employees
  
- **Query 4:** multiple tables simple condition
  - Full name and region description of all employees from Region 1 (don't show the region # field because it's not meaningful)
    - Notice how you can include an attribute in a query but not display that column by unchecking it
    - Also notice in notice in the SQL view that an attribute can be included in the WHERE clause without being included in the SELECT clause

Second tutorial:

- **Query 5: AND**
  - Show full name and pay rate of employees who earn \$5 - \$50
- **Query 5B: Change above query from AND to OR**
  
- **Student exercise 1**
  - Show full name of pay rate of employees who earn over \$50 and live in Calgary
  
- **Query 6: OR**
  - Show full name and city of employees who live in Racoon City or Silent Hill
  
- **Query 7: NOT**
  - Show the City of every employee except for those in Calgary
  
- **Student exercise 2: AND, NOT**
  - Show full name, pay rate and city of employees who earn \$20 or less and don't live in Calgary
  
- **Query 8: Query multiple tables with more complex conditions (again using the logical operators OR, AND, NOT)**
  - Show full name, region description of employees and pay rate from western or central Canada whose earnings falls within one the following categories: less than \$21, more than \$75
  
- **Creating reports in Access to display query results**