Level 1 Producing simple databases (7266/7267-004)

e-Quals
Assignment guide for Candidates
Assignment A

(This assignment can be used as evidence of achievement of 7574-119 Database Software)

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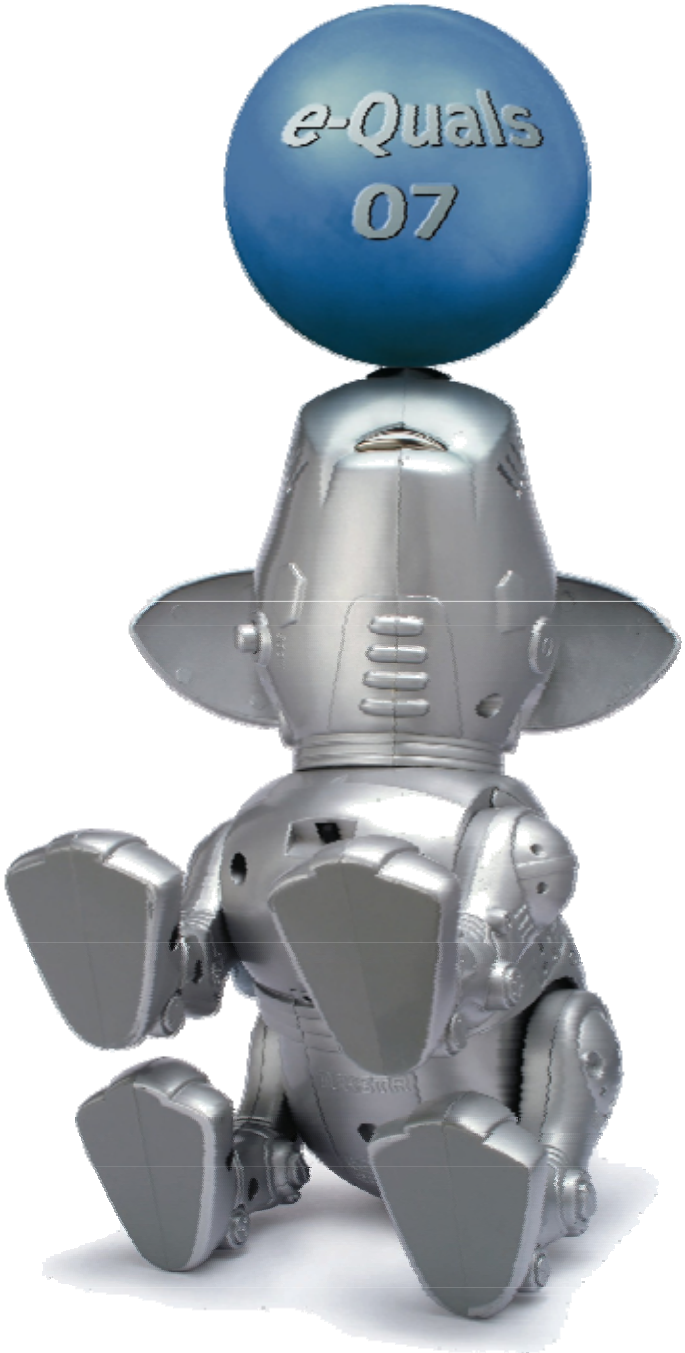

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City & Guilds
1 Giltspur Street
London EC1A 9DD
T +44 (0)20 7294 2800
F +44 (0)20 7294 2400
www.cityandguilds.com
learnersupport@cityandguilds.com

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(This assignment can be used as evidence of achievement of 7574-119 Database Software)

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Level 1 Producing simple databases (7266/7267-004) Assignment A

Introduction – Information for Candidates

About this document

This assignment comprises all of the assessment for Level 1 Producing simple databases (7266/7267-004). This assignment can be used as evidence of achievement of 7574-119 Database Software.

Health and safety

You are responsible for maintaining the safety of others as well as your own. You are asked to work safely at all times.

You will **not** be allowed to continue with an assignment if you compromise any of the Health and Safety requirements.

Time allowance

The recommended time allowance for this assignment is **one and a half hours**.

Level 1 Producing simple databases (7266/7267-004)

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Candidate instructions

Time allowance: One and a half hours.

The assignment:

This assignment is made up of **four** tasks

- Task A - Print a printer test page
- Task B - Input data into a database
- Task C - Amend existing data in a database
- Task D - Make a database query

Scenario

You work for a small video company, new stock arrives on a frequent basis and some stock does not sell as well as others. Your manager has asked you to update the database and provide information which will allow him to re-order or discount items.

Read all of the instructions carefully and complete the tasks in the order given.

Task A – Print a printer test page

1 Print a test page. This will allow you to make sure that a printer is attached to the computer. Write your name, date and **Printout 1** on this sheet.

2 Make a new folder called **Video** on your work area or removable media. Copy the database supplied by your assessor (**Video**) into this folder and use this for the rest of your assignment.

3 Open your Database software and open the **Video** database file.

4 Switch to design view and change the price field to currency and format to 2 decimal places.

Save the modified table as **NewVideo**, use this table from now on.

Continued over…

Task B – Input data into a database

1 Your manager would like you to identify those titles which have one copy remaining in stock, identify the relevant report required, run the report and print. Label as **Printout 2**.

2 **New stocks have arrived and these include new titles**.

The following stock codes have been allocated and you should input them into the database.

Stk_No	**Title**	**Certificate**	**Price**	**Genre**	**In_Stk**
10386	Reservoir Dogs	18	19.99	Action	10
10387	Solaris	12	19.99	Science-Fiction	10
10388	Stargate SG-1: Volume 13	PG	19.99	Science-Fiction	10
10389	Stargate SG-1: Volume 42	15	19.99	Science-Fiction	10
10390	Tombstone	15	19.99	Western	10

Task C – Amend existing data in a database

1 Some films already stocked have also been received.

Amend the **In_Stk** column for these records to show the new stock level as shown in **In_Stk**.

Stk_No	Title	Certificate	Price	Genre	In_Stk
10002	And the Violins Stopped Playing	15	19.99	Drama	10
10004	Brotherhood of the Wolf	15	19.99	Action	10
10009	The Enemy Within	12	19.99	Suspense/Thriller	10
10011	Good Morning, Vietnam	15	19.99	Comedy	10
10012	Interview with the Vampire	18	19.99	Drama	10
10014	The Lord of the Rings: The Motion Picture Trilogy	12	64.99	Fantasy	10
10015	The Matrix	15	19.99	Action	10
10017	Pitch Black	15	19.99	Horror	10
10020	Space Fury	15	19.99	Science-Fiction	10
10021	Stargate	PG	19.99	Science-Fiction	10
10026	Tremors	15	19.99	Action	10

Continued over…

Task D – Make a database query

1 Create a new query on the database Newvideo table, using all fields and find all records where the **In_Stk** is equal to 10. Save the query as **New Stock- your name**.

Run the query New Stock and print the result of the query in landscape. Write **Printout 3** on the bottom of printout.

2 Create a new query on the database Newvideo table, using the fields **Stock_No**, **Title**, **Genre** and **In_Stk** and find all records where the **In_Stk** is equal to or less than 3.

Save the query as **New Order - your name**.

Sort the query in ascending order of **In_Stk**.

Close the query saving any changes.

3 Create a new query on the database Newvideo table, using all fields and find all records where the **In_Stk** is greater than 8 and the price is greater than £15.00.

Save the query as **Price Deductions - your name**.

Sort the query in descending order of **In_Stk**. Close the query saving any changes.

When you have finished working:

- Sign each document above your name and label all removable storage media with your name.
- Hand all paperwork and removable storage media to your assessor.

If the assignment is taken over more than one period, all paperwork and removable media must be returned to the test supervisor at the end of each sitting.

End of assignment

Published by City & Guilds
1 Giltspur Street
London
EC1A 9DD
T +44 (0)20 7294 2468
F +44 (0)20 7294 2400
www.cityandguilds.com

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