

_____ Name

Project 1

| Description | Pts | Your Score |
|---|-----------|------------|
| Query created with name Agents Listing | 3 | |
| Records sorted in alphabetical order | 3 | |
| Filter created to select records of agents who do not work for Keller McCormack | 3 | |
| All filters removed | 3 | |
| Filter created to select records of agents who do work for Keller McCormack | 3 | |
| Filter removed | 3 | |
| Query saved | 2 | |
| TOTAL POSSIBLE POINTS: | 20 | |

Project 2

| Description | Pts | Your Score |
|---|-----------|------------|
| New query created that includes Agents table field list | 2 | |
| All fields from the Agents table added in order to the query design | 3 | |
| Last Name field moved between Agent ID and First Name fields | 3 | |
| Records sorted alphabetically by Last Name, and then First Name | 3 | |
| Condition added to show only agents who work for Montglow Real Estate | 3 | |
| Query saved as Montglow Realtors | 2 | |
| Query run. Last Name and First Name of student added. | 2 | |
| Datasheet printed in landscape orientation | 2 | |
| TOTAL POSSIBLE POINTS: | 20 | |

Project 3

| Description | Pts | Your Score |
|---|-----------|------------|
| Relationship created between the Agents and House tables | 2 | |
| Agent ID field is common field in both tables | 2 | |
| Referential integrity enforced. Window closed. Changes saved. | 2 | |
| New query created with Agents and House field lists added | 2 | |
| Fields added from the Agents and Houses table field list to the design grid as indicated | 2 | |
| Query saved as Listings By Agent | 1 | |
| Condition added to the Date Listed field to select records for properties listed after 9/16/2010. Query is saved and then ran. | 2 | |
| Query design changed to select properties listed after 9/16/2010 <i>and</i> that have a price less than \$100,000. Query is saved and then ran. | 2 | |
| Query design changed to select properties listed after 9/16/2010 <i>or</i> that have a price less than \$100,000. Query is saved and then ran. | 2 | |
| Last name field in first record changed to student's last name. | 2 | |
| Datasheet printed in landscape orientation | 1 | |
| TOTAL POSSIBLE POINTS: | 20 | |

Project 4

| Description | Pts | Your Score |
|--|-----------|------------|
| Relationship created between the Agents and House tables | 2 | |
| Agent ID field is common field in both tables | 2 | |
| Referential integrity enforced. Window closed. Changes saved. | 1 | |
| New query created with Agents and House field lists added | 2 | |
| Fields added from the Agents and Houses table field list to the design grid | 2 | |
| Query saved as Detailed Listings | 1 | |
| Expression added to calculate the estimated real estate commission for each listing. Query saved and then ran. | 2 | |
| Default field name <i>Expr1</i> changed to Estimated Commission | 2 | |
| Format property changed to Currency. Query saved and then ran. | 2 | |
| Datasheet used to calculate average price of properties and the total of all estimated commissions | 2 | |
| Record in datasheet changed to student's name | 1 | |
| Datasheet printed in portrait orientation | 1 | |
| TOTAL POSSIBLE POINTS: | 20 | |