Access Database Macro Exercise

Macros – exercise 1

1. Create a student information table to track all information important to tracking a TEC student. Call the table tblStudentInfo. Any fields missing or not properly controlled are a single point deduction.

2. Create an advanced form to enter the data called frmStudentInfo. Any extra keystrokes are a single point deduction.

3. Create a macro called mcrStudentInfo to do the following:

   a. Open the frmStudentInfo form
   b. Maximize the form
   c. Create a message to welcome the user to the form.

4. Create an advanced query to report the students by the CIS or CA program (parameter query). Name the query, qryStudentInfoByProgram.

5. Create an advanced report showing the results of the parameter query. Cal the report, rptStudentInfoByProgram. Test print the report with at least two CA students and two CIS students. The report needs to contain an expression showing the student information as shown on a regular mailing envelope; first name, mi, last name, address, city, state and zip.

6. Create a macro called mcrStudentInfoByProgram to do the following:

   a. Open the rptStudentInfoByProgram report.
   b. Maximize the report.
   c. Create a message to welcome the user to the report.
   d. Print the report.
   e. Close the report.

7. Create a switchboard for this project containing the macros.