Access Database Macro Exercise

Macros – exercise 3

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

    a. All contact information (mail, phone, email)
    b. Current, previous employer information and current salary
    c. Education and date earned
    d. Birth date, gender and SSN
    e. Use your state abbreviation table to lookup the 2 letter state code
    f. Picture

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

    a. Use your state abbreviation table to lookup the 2 letter state code
    b. Add a picture of the US Flag to the table

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

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

4. Create an advanced query to report the citizens by their degree earned and (parameter query). Name the query, qryUS_CitizenbyDegree.

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

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

    a. Open the rptUS_CitizenByDegree 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.