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Access 2016 BBLE

THE COMPREHENSIVE TUTORIAL RESOURCE

DESIGN YOUR OWN
RELATIONAL DATABASES

BUILD POWERFUL
ANALYTICS AND REPORTING

PROGRAM AND PUBLISH YOUR OWN APPLICATIONS



WILEY

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<u>Figure 11.25 You need to parse the values in the ContactName field into three separate fields.</u>

<u>Figure 11.26 This query will update the</u> <u>Contact LastName and Contact FirstName fields.</u>

Figure 11.27 Check your progress so far.

<u>Figure 11.28 This query parses out the first name and the middle initial from the Contact_FirstName field.</u>

<u>Figure 11.29 With two queries, you've successfully parsed the ContactName field into three separate fields.</u>

Chapter 12: Working with Calculations and Dates

<u>Figure 12.1 In this query, you're using a constant to calculate a 10 percent price increase.</u>

<u>Figure 12.2 In this query, you're using two fields in a</u> Dollar Variance calculation.

- Figure 12.3 In this query, you're using the aggregation results for each market as expressions in your calculation.
- <u>Figure 12.4 This query uses the results of one calculation as an expression in another.</u>
- Figure 12.5 The results of this calculation will be difficult to read because they'll all be fractional numbers that have many digits trailing a decimal point. Forcing the results into round numbers will make for easier reading.
- Figure 12.6 You can use your calculation as the argument in the Int function, allowing you to remove the fractional part from the resulting data.
- Figure 12.7 Activate the Expression Builder by rightclicking inside the Field row of the query grid and selecting Build.
- <u>Figure 12.8 The Expression Builder will display any database object you can use in your expression.</u>
- Figure 12.9 The Expression Builder displays all the functions available to you.
- Figure 12.10 Access tells you which arguments are needed to make the function work.
- <u>Figure 12.11 Help files are available to explain each function in detail.</u>
- <u>Figure 12.12 The function here will round the results of the calculation, ([Dim_Transactions]![Line Total])/13.</u>
- Figure 12.13 Your newly created expression will give you the average revenue per period for all transactions.
- <u>Figure 12.14 To demonstrate how null values can</u> <u>cause calculation errors, build this query in Design</u>

view.

Figure 12.15 When any variable in your calculation is null, the resulting answer is a null value.

<u>Figure 12.16 Pass the Forecast field through the Nz function to convert null values to zero.</u>

<u>Figure 12.17 The first record now shows a variance value.</u>

Figure 12.18 You're adding 30 to each ship date, effectively creating a date that is equal to the ship date plus 30 days.

Figure 12.19 In this query, you're calculating the number of days between two dates.

<u>Figure 12.20 This query returns the number of days</u> between today's date and each order date.

Figure 12.21 No matter what day it is today, this query will return all orders older than 90 days.

<u>Figure 12.22 You're calculating the difference</u> between today's date and each manager's hire date.

<u>Figure 12.23 This dataset shows the number of days,</u> not the number of years.

<u>Figure 12.24 Divide your original calculation by 365.25 to convert the answer to years.</u>

<u>Figure 12.25 Your query is now returning years, but you have to strip away the fractional portion of your answer.</u>

<u>Figure 12.26 Running this query will return the</u> <u>number of years each employee has been with the company.</u>

<u>Figure 12.27 The Year, Month, Day, and Weekday functions</u> enable you to parse out a part of a date.

Figure 12.28 This query will give you the original order date, the date you should send a warning letter, and the date on which the order will be 30 days overdue.

<u>Figure 12.29 You can group dates into quarters by using the Format function.</u>

<u>Figure 12.30 You can also use the Format function in a crosstab query.</u>

<u>Figure 12.31 You've successfully grouped your dates into quarters.</u>

Chapter 13: Performing Conditional Analyses

<u>Figure 13.1 This query has a hard-coded criterion for system period.</u>

Figure 13.2 To create a parameter query, replace the hard-coded criteria with text enclosed in square brackets ([]).

Figure 13.3 The Parameter Value dialog box lets you specify the criteria each time you run your query.

<u>Figure 13.4 You can employ more than one parameter in a query.</u>

<u>Figure 13.5 This query combines standard operators</u> with parameters in order to limit the results.

Figure 13.6 If the parameter in this query is ignored, the query will return all records thanks to the wildcard (*).

Figure 13.7 You can use parameters in calculations, enabling you to change the calculations variables each time you run the query.

<u>Figure 13.8 You can use parameters as arguments in functions instead of hard-coded values.</u>

- Figure 13.9 This query will perform a calculation on the Actual and the Forecast fields to calculate a percent to forecast.
- <u>Figure 13.10 The errors shown in the results are due</u> to the fact that some revenues are being divided by zeros.
- Figure 13.11 This IIf function enables you to test for forecasts with a value of zero and bypass them when performing your calculation.
- <u>Figure 13.12 The IIf function helped you avoid the division by zero errors.</u>
- Figure 13.13 This query will update the MyTest field to tag all customers that have a revenue potential at or above \$10,000 with the word "LARGE."
- Figure 13.14 This query will update the MyTest field to tag all customers that have a revenue potential less than \$10,000 with the word "SMALL."
- Figure 13.15 You can accomplish the same task in one query using the IIf function.
- <u>Figure 13.16 This query demonstrates how to create</u> a crosstab analysis without using a crosstab query.
- <u>Figure 13.17 The resulting dataset gives you a clean crosstab-style view of your data.</u>
- Figure 13.18 Creating crosstab-style reports using the IIf function allows you to calculate more than one value.
- <u>Figure 13.19 This analysis would be impossible to</u> <u>create in a standard crosstab query, where multiple</u> calculations are not allowed.
- Figure 13.20 Using the Switch function is sometimes more practical than using nested IIf functions. This