

European Computer Driving Licence – Unit 5
Syllabus Version 5.0 – Sample Test

Databases

Version SampleMQTB/5.0/DB2/v1.1

<h2 style="margin: 0;">SAMPLE TEST</h2>

You work as the administrator for a garden centre. The manager has asked you to work on a database about their well-known herb garden.

You will need to create a small table and enter some data, design queries that will extract data from the database, and create simple forms and reports

There are 30 tasks in this test.

You have 45 minutes to complete them.

Tasks.	Marks.
On your Learner Drive, find and open the answerfile.doc document. Enter your name in the space provided. Use this document to record your answers to the relevant questions.	
1. Which one of the following describes the content of a database? A. A collection of files with no particular link. B. A collection of data related to another application. C. A collection of data related to a particular subject. D. A collection of documents. Enter A, B, C, or D in answerfile.doc in the space for question 1.	[1 Mark].

2. Which one of the following is **NOT** a common use of a large-scale database? [1 Mark].

- A. Bank account records.
- B. Airline reservation systems.
- C. Driver licence records.
- D. Personal address book.

Enter **A, B, C,** or **D** in **answerfile.doc** in the space for question 2.

3. Which one of the following is used to assign a unique identity to a record? [1 Mark].

- A. A validation rule.
- B. A form.
- C. A primary key.
- D. A filter.

Enter **A, B, C,** or **D** in **answerfile.doc** in the space for question 3.

4. Each field in a table should contain which one of the following? [1 Mark].

- A. As many data elements as are required.
- B. More than one data element.
- C. No data elements.
- D. Only one data element.

Enter **A, B, C,** or **D** in **answerfile.doc** in the space for question 4.

5. Which one of the following is the purpose of relating tables in a database? [1 Mark].

- A. To permit external data only to be viewed.
- B. To allow data to be sorted before printing to a report.
- C. To enable mathematical calculations to be carried out more efficiently.
- D. To avoid duplication of data.

Enter **A, B, C,** or **D** in **answerfile.doc** in the space for question 5.

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6. Which one of the following prevents you adding a record to a related table unless there is an associated record in the primary table? [1 Mark].
- A. A primary key.
 - B. Relational integrity.
 - C. A validation rule.
 - D. An index.

Enter **A, B, C, or D** in **answerfile.doc** in the space for question 6.

7. Which one of the following can result from reducing the size of a field in a table? [1 Mark].
- A. A decrease in the number of records in the table.
 - B. An increase in the number of records in the table.
 - C. Changes to reports which access the table.
 - D. Loss or corruption of data in the table.

Enter **A, B, C, or D** in **answerfile.doc** in the space for question 7.

Save and close your document keeping the same filename **answerfile.doc**.

8. Open the database application. [1 Mark].
Open the file called **Herb Garden.mdb** from your Learner Drive.
Open the **Customers** table.
Add the field below:

Field Name	Data Type	Field Size or Format
Telephone	Text	25

9. Move the **Last Name** field so that it appears between the **First Name** and the **Type** fields. [1 Mark].
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10. Open the **Customers** table. [1 Mark].
There is an error in the **Last Name** field of one record.
Western should read **Weston**.
Correct this error.
Save and close the **Customers** table.
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11. Create a table with the three fields and their properties as shown below. [2 Marks].

Field Name	Data Type	Field Size or Format
Herb ID	AutoNumber	Long Integer
Herb Name	Text	25
Date Planted	Date/Time	Long Date

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12. Set the **Herb ID** field as the **primary key**. [1 Mark].
Save the table as **New Varieties**.
Close the **New Varieties** table.

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13. Open the **Herb Stock** table. [1 Mark].
Change the **Price** field properties so that it displays **2** decimal places.
Save the **Herb Stock** table.

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14. Change the width of **ALL** columns to **25**. [1 Mark].

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15. Sort the table by the **Price** field in ascending order. [1 Mark].
Save and close the **Herb Stock** table.

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16. Delete the **Discontinued Herbs** table. [1 Mark].

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17. Select the **Customers** table. [1 Mark].
Export this table in spreadsheet format with the file name **Customers** to your Learner Drive.

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18. Create a query using **ALL** the fields from the **Herb Stock** table. [1 Mark].
Show **ALL** herbs with a price greater than **£2**.
Save the query as **More Than 2**.
Close the **More Than 2** query.

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19. Open the **Customer Details** query. [1 Mark].
Delete the **Town** field.
Save and close the **Customer Details** query.
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20. Open the **Prices** query. [1 Mark].
Change the query to select herbs costing **1.99** or **2.25**.
Save and close the **Prices** query.

21. Create a query using **ONLY** the **First Name**, **Last Name** and **Town** fields from the **Customers** table and the **Route** field from the **Deliveries** table. [1 Marks].
Save the query as **Delivery Routes**.
Close the **Delivery Routes** query.

22. Create a form using **ALL** fields from the **Customers** table. [1 Marks].
Accept default settings.
Save the form as **Trade Customers**.
Close the **Trade Customers** form.

23. Open the **Seeds** form. [1 Mark].
Add the following record:

Seed ID	Seed Name
10	Tarragon

24. There is an error in record **5** of the **Seeds** form. [1 Mark].
Lovage should read **Spearmint** as the **Seed Name**.
Correct this error.
Save and close the **Seeds** form.

25. Open the **Herb Stock** form. [1 Mark].
Find the **Herb Details** header.
Format this text so that it is red and size **14**.

26. Delete the **Herb ID 18 "Lemon Grass"** record. [1 Mark].
Save and close the **Herb Stock** form.

27. Create a report using **ALL** the fields from the **Seeds** table. [1 Mark].
Accept default settings.
Save the report as **Seeds**.
Close the **Seeds** report.

28. Create a report using **ALL** the fields from the **Customer Details** query. [2 Marks].
Group the report by the **Sales Rep** field.
Sort the report by **Last Name** in ascending order.
Save the report as **Customer List**.

29. Open the **Herb List** report. [1 Mark].
Change the **Herb Stock** header to read **List of Herbs In Stock**.

30. Change the orientation of the report to Portrait. [1 Mark].
Print one copy of **ALL** records of this report.
Save and close the **Herb List** report.
Close **ALL** files and the database application.

Total Marks	32
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This is the end of the test.

If you have time, check the work you have done.