

## Access Lesson 02 – Project2

**Purpose:** To demonstrate the ability to create a **database** and several **tables**.

1. Create and Save the Database As:  
**Condo Rentals** (followed by your initials)
2. The database consists of 4 tables, **Owner, Renter, Current Rentals** and **Condo Unit**.
3. **Create the following 4 tables in Design View based on the sample tables below. Choose the appropriate Data Type and Field Size. Select the first field as the Primary Key.**
4. **Table 1: Switch to Design View, Create the 1<sup>st</sup> table:  
Save As Owner – followed by FirstName LastName**

Field Name	Data Type	Field Size	Primary Key?	Description
Owner Code	Text	4	Yes	*Leave this section blank*
Last Name	Text	25		
First Name	Text	25		
Street	Text	25		
City	Text	15		
State	Text	2		
Postal Code	Text	10		
Telephone	Text	20		
Notes	Text	50		

5. **Table 2: Switch to Design View, Create the 2<sup>nd</sup> table:  
Save As Condo Unit followed by FirstName LastName**

Field Name	Data Type	Field Size	Primary Key?	Description
Unit Number	Text	3	Yes	*Leave this section blank*
Bedrooms	Number			
Bathrooms	Number			
Sleeps	Number			
Linens	Yes/No			
Weekly Rate	Currency			
For Sale	Yes/No			
Owner Code	Text	5		

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6. **Table 3: Switch to Design View, Create the 3<sup>rd</sup> table:  
Save As Renter - followed by FirstName LastName**

Field Name	Data Type	Field Size	Primary Key?	Description
Renter Number	Text	5	Yes	*Leave this section blank*
First Name	Text	25		
Last Name	Text	25		
Telephone Number	Text	20		

7. **Table 4: Switch to Design View, Create the 4<sup>th</sup> table:  
Save As Current Rentals - followed by FirstName LastName**

Field Name	Data Type	Field Size	Primary Key?	Description
Unit Number	Text	5	Yes	*Leave this section blank*
Start Date	Date			
Length	Number			
Renter Number	Text	10		

8. Switch to **Datasheet View**, enter the records in each table.

### Records for Owner

Owner Code	Last Name	First Name	Street	City	State	Postal Code	Telephone	Notes
AB12	Alonso	Bonita	281 Robin	Kady	TN	37670	615-555-8978	Will not rent to families with children under 18.
BE20	Beamer	Rich	39 Oak	Kadrick	TN	37672	931-555-3424	Will rent to families with children.

### Records for Condo Unit

Unit Number	Bedrooms	Bathrooms	Sleeps	Linens	Weekly Rate	For Sale	Owner Code
102	1	1.0	2	<input type="checkbox"/>	\$725.00	<input type="checkbox"/>	HJ05
109	2	1.0	3	<input checked="" type="checkbox"/>	\$1,100.00	<input type="checkbox"/>	BE20

### Records for Renter

Renter Number	First Name	Last Name	Telephone Number
R001	Cecilia	Cole	512-555-4532
R002	James	Brooks	231-555-8976

### Records for Current Rentals

Unit Number	Start Date	Length	Renter Number
102	4/19/2008	3	R004
203	4/19/2008	1	R001