2. The following data shows records of students at NYANDO COMMERCIAL COLLEGE.

NAME	SEX	DOA	COURSE	COURSE FEE	PAID
Benny	F	10/1/98	Lotus	2500	2000
Susan	F	1/2/98	Dou	1500	1500
Paul	M	9/2/98	Lotus	2500	2500
Esther	F	9/2/98	ACCESS	2000	1000

John	M	10/1/98	EXCEL	2000	1500
Eunice	F	1/2/98	WORD	2000	500
Ann	M	1/2/98	LOTUS	2500	1700

a)(i) Create a database to contain the data and save it as A:/COLLEGE (2mks)

   (ii) Design a suitable table that would contain the above data and name it STUDENTS1

The date should be medium Date and currency Ksh. With 2 decimal places. (6mks)

b) Create a form STUDENT ENTRY FORM and use it to enter the data given above. **(8mks)**

c) (i) Insert ADM NO before Name and set it to be the primary key. (3mks)

   (ii) Enter the ADM NO as follows;

      Benny 5001, Susan 5003, Eunice 5004, Ann 5005, John 5002, Paul 5006 and

      Esther 5007. (4mks)

   (iii) Ann is a female and paid only 700. Correct the error and save it as STUDENT 2

                                 (3mks)

d) (i)Delete John's record from the database.

   (ii) Insert calculated fields BALANCE to contain fee balances and save the query as

      STUDENT 3

e) (i) Create a query to display records of students who have not cleared fees. Save   the

query as FEE BALANCE. (3mks)

   (ii) Design a query JANFEM to display records of a female student admitted in January.

(4mks)

 f) Produce a report based on JANFEM to display only the name, course and fee

    balance. Save report as JANFEM REPORT.

 g) Create a report based on STUDENT 3 displaying the total fee balance with a

    header NYANDO COMMERCIAL COLLEGE. Save as STUDENTS REPORT.

    (5mks)

 h) Print STUDENT1, STUDENT 2, JANFEM REPORT and STUDENT REPORT.

(4mks)