

1. a) Create a database in the CD named 'YATTA COLLEGE'. (2 marks)
- b) Create a table with the following fields using appropriate data types; Adm No, First Name, Last Name, Course, Date of Admission and completed. Save it as STUDENTS DETAILS. (8 marks)
- c) Create a columnar form that would be used to enter data into STUDENTS DETAILS and save it as STUDENTS DATA ENTRY. (3 marks)
- d) Use the above form to enter the following data into the database. (6 marks)

| Adm No | First Name | Last Name | Course   | DOA        | Completed |
|--------|------------|-----------|----------|------------|-----------|
| 3224   | John       | Flora     | IMIS     | 12/01/2011 | Yes       |
| 4455   | Mary       | Mutua     | Accounts | 24/12/2009 | Yes       |
| 6677   | Benard     | Maingi    | French   | 15/5/2011  | No        |
| 7760   | David      | Naja      | IMIS     | 01/4/2011  | No        |
| 2312   | Evy        | Danson    | French   | 23/8/2009  | Yes       |
| 6547   | Joy        | Kelly     | IMIS     | 4/3/2011   | No        |
| 6579   | Mwangi     | Sam       | IMIS     | 18/4/2011  | No        |

- e) Create a table name 'FEE PAYMENT' in the same database to contain Adm No, Fee paid and Receipt No. (5 marks)
- f) Link STUDENTS DETAILS table to FEE PAYMENT table. (2 marks)
- g) Enter the following details into the FEE PAYMENT table. (2 marks)

| Adm No | Fee paid | Receipt No. |
|--------|----------|-------------|
| 3224   | 12000    | 100         |
| 4455   | 30,000   | 121         |
| 6677   | 30,000   | 152         |
| 7760   | 25000    | 134         |
| 2312   | 30000    | 145         |
| 6547   | 23000    | 124         |
| 6579   | 30000    | 150         |

- h) Create a query to display details; Adm no, First Name, Last Name, Fees Paid. Save it as FEE PAID. (5 marks)
- i) Display a list showing the last name and fee balance for all students who owe the college over 10000 given that the total fees for each course is 30000. Save as SEND HOME. (5 marks)
- j) Certificates are to be given only to those who have paid the full amount. Create a query, having the Adm No, First name, Last Name and course for all students to be awarded the certificates. Same as GRADUANTS. (5 marks)
- k) Prepare reports for STUDENTS DETAILS, FEES PAYMENT, FEE PAID, SEND HOME, GRADUANTS. (5 marks)
- l) Print out the reports in (l) above. (2 marks)