Lab 3 Consider This: Your Turn

Camshay Marketing Associates

Sample Grading Rubric

Part 1:

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| **Consider This: Plan Ahead Guidelines** | **Grading Notes** | **Suggested**  **Percent** | **Score** |
| 1. Identify the fields by examining the question or request to determine which fields from the tables in the database are involved. | Each query identifies the fields to include in the result. | 5 |  |
| 1. Identify restrictions or the conditions that records must satisfy to be included in the results. | Query a uses a comparison operator with a Date field. Query b uses a wildcard. Query c uses comparison operators and the OR operator. Query d uses a text criterion. | 40 |  |
| 1. Determine whether special order is required. |  |  |  |
| a). Determine the sort key(s) |  |  |  |
| b). If using two sort keys, determine the major and minor key. |  |  |  |
| c). Determine sort order. If there are no words to imply a particular order, you would typically use Ascending |  |  |  |
| 1. Determine whether more than one table is required. | Query g is a join query with sorting on two fields | 10 |  |
| a). Determine which tables to include. |  |  |  |
| b). Determine the matching fields. |  |  |  |
| c). Determine whether sorting is required. |  |  |  |
| d). Determine restrictions. | Query h restricts the records in the join query. | 5 |  |
| e.) Determine join properties |  |  |  |
| 1. Determine whether calculations are required. |  |  |  |
| a).For individual record calculations, determine the calculation and a name for the calculated field. |  |  |  |
| b). For group calculations, determine the calculation as well as the field to be used for grouping. |  |  |  |
| If data is to be summarized and the data is to be grouped by two different types of information, create a crosstab query. | Query f is a crosstab query. | 20 |  |
|  | Query e is a parameter query | 20 |  |
|  |  |  |  |
|  |  |  |  |

Part 2: Critical Thinking Decisions

This assignment requires students to explain why they made these decisions in querying their databases.

* Wildcards in criterion
* Comparison operators with date fields
* Compound criteria using OR logic
* Parameter queries
* Restrict retrieval in a join query
* Crosstab queries

Students also should explain the two ways to create the parameter query in step e and identify which one they used

Possible Answer:

Because the parameter query includes all fields in the query results, you can either double-click each field to add it to the design grid and then enter the parameter in the City field. You also could double-click the asterisk to add all fields, then add the City field, remove the check mark from the field so it doesn’t appear a second time in the result, and enter the parameter.