Contestant Number: _____

Time: _____

Rank: _____

DATABASE APPLICATIONS
(240)

REGIONAL – 2016

Production:

Job 1: Employee Table _____ (200 points)

Job 2: Management Table _____ (90 points)

Job 3: Create a Permanent Relationship _____ (25 points)

Job 4: Performance Review Query _____ (50 points)

Job 5: Performance Review Report _____ (35 points)

TOTAL POINTS _____ *(400 points)*

Failure to adhere to any of the following rules will result in disqualification:
1. **Contestant must hand in this test booklet and all printouts. Failure to do so will result in disqualification.**
2. **No equipment, supplies, or materials other than those specified for this event are allowed in the testing area. No previous BPA tests and/or sample tests or facsimile (handwritten, photocopied, or keyed) are allowed in the testing area.**
3. **Electronic devices will be monitored according to ACT standards.**

No more than ten (10) minutes orientation
No more than 90 minutes testing time
No more than ten (10) minutes wrap-up

DATABASE APPLICATIONS
SCORING SHEET

Unless indicated otherwise, contestant receives all points or none.	Points Possible	Points Earned
Job 1 – Employee Table *(200 points maximum)*		
Designed as instructed (10 points off per field for inaccurate field names, inappropriate data types, and properties not set as instructed)	80	
Proofreading/data entry (100 – 0 errors; 90 – 1 error; 70 – 2 errors; 0 – 3+ errors)	100	
Sorted by "Last Name" (ascending)	10	
Printed using best fit in landscape orientation (all data shows, 1 page)	10	
Job 2 – Management Table *(90 points maximum)*		
Designed as instructed (10 points off per field for inaccurate field names, inappropriate data types, and properties not set as instructed)	20	
Proofreading/data entry (1 point off for each error) (50 – 0 errors; 45 – 1 error; 35 – 2 errors; 0 – 3+ errors)	50	
Sorted by 'Department' in ascending order	10	
Printed in portrait orientation, 1 page, all fields fully visible	10	
Job 3 – Create a Permanent Relationship *(25 points maximum)*		
One-to-Many relationship created	10	
Referential integrity enforced	10	
Printed with both tables fully visible	5	
Job 4 – Performance Review Query *(50 points maximum)*		
Correct fields are visible: Emp Id, First Name, Last Name, Department, Manager (5 points off for each missing field)	25	
Sorted by "Department" (ascending) and then by Employee Last Name (ascending)	10	
Results show design correctly joins both tables (no extra records)	10	
Printed in landscape orientation, 1 page, all fields fully visible	5	
Job 5 – Performance Review Report *(35 points maximum)*		
Title is PerformanceReview-XX-XXXX-XXXX	5	
Correct fields are included in the Report: all fields in the query except Emp ID	10	
Sorted by Employee's "Last Name"	10	
Printed in portrait orientation, 1 page, all fields fully visible	10	
Total Points Earned	400	

GENERAL INSTRUCTIONS

1. Make certain this test booklet contains Jobs 1-5.

2. Your name, initials, and school should NOT appear on any work you submit. Instead, type your contestant number everywhere XX-XXXX-XXXX appears.

3. If you finish before the end of the testing time, notify the administrator of the contest. Time may be a factor in determining placement in the event of a tie.

4. When turning in your completed work, order the printed pages by job number, and place your scoring sheet on top of all of your jobs. **Turn in all pages printed including incorrect printouts** (draw a line through each incorrect printout, and place it at the back of the group)**.**

5. Save all work with your contestant number on the flash drive provided by the contest administrator.

Project: Professional Business Associates conducts a formal 'Performance Review' once each year for each associate. New associates are also reviewed near the end of their Introductory Period. A special review may also be conducted in the event of a promotion or change in duties and responsibilities. In addition, any associate receiving a written reprimand or suspension without pay will have a formal review every ninety (90) days for one year.

Julie Smith, Human Resources Department Manager, has asked you to create a database to keep track of all of the reviews. Create a database named **Regional-XX-XXXX-XXXX**, and save it as directed by your contest administrator.

Job 1: Employee Table

1. Create the table named **Employees-XX-XXXX-XXXX** shown below. Use the same field names and assign the best data type for each field. Emp ID is the primary key.
2. Enter all records shown below:

Emp ID	First Name	Last Name	Address	City	State	ZIP	Department
103	Booker	Smith	134 Church Street	Columbus	OH	43231	Financial Services
215	Lola	Williams	74 Elm Street	Bexley	OH	43209	Information Technology
542	Zane	Brown	66 Walnut Avenue	Marble Cliff	OH	43212	Marketing
312	Ash	Martin	65 Park Avenue	Hiliard	OH	43206	Administrative Support
415	Delaney	Thompson	1256 Broad Street	Worthington	OH	43085	Human Resources
418	Siena	Garcia	486 River Road	Dublin	OH	43017	Human Resources
145	Finn	Martinez	47 Court Street	Pataskala	OH	43062	Financial Services
218	Hudson	Lewis	1209 Franklin Street	Etna	OH	43046	Information Technology
342	Anna	Walker	8467 Highland Avenue	Orange	OH	43035	Administrative Support
518	Sadie	Wright	37 Cedar Street	Bexley	OH	43209	Marketing

3. Adjust the column widths so all entries are visible.
4. Sort the table by "Last Name" (ascending).
5. Print the table in landscape orientation. All data should be visible on one page.

Job 2: Department Table

1. Create a table named **Management-XX-XXXX-XXXX** shown below. Use the same field names and assign the best data type for each field unless specified. The Department field should be the Primary Key.

2. Enter all of the records shown below:

Manager	Department
Tom Carlson	Information Technology
Robert Meyer	Marketing
Julie Smith	Human Resources
Harvey Rosen	Financial Services
Edna Renick	Administrative Support

3. Adjust the column widths so all entries are visible.
4. Sort the table by "Department" in Ascending Order.
5. Print the table in portrait orientation. All data should be visible on one page.

Job 3: Create a Permanent Relationship

1. Create a permanent relationship between the two tables.
2. Enforce referential integrity.
3. Resize/move the tables so each table name and each field is fully visible in the relationship window.
4. Create and print the relationship report.

Job 4: Performance Review Query

1. Create a query named **PerformanceReview-XX-XXXX-XXXX** using the tables/fields listed below:

Employees	Management
Emp ID	Manager
First Name	Department
Last Name	

2. Sort by "Department" in ascending order and then by Employee Last Name (ascending).
3. Print the results in landscape orientation. All data should be visible on one page.

Job 5: Performance Review Report

1. Create a report based on the query as shown below. Your report format such as borders, colors, and placement of fields may be different, but it must
   a. Have the same title.
   b. Show the same fields.
   c. Sort by Employee "Last Name".
   d. Have field widths/placement adjusted so all data is visible on one page in Portrait orientation.
2. Save the report as **PerformanceReview-XX-XXXX-XXXX**.
3. Print the report.

PerformanceReview-XX-XXXX-XXXX

Last Name	First Name	Manager	Department

Put your printouts in the following order:
1. Employee table
2. Department table
3. Relationship
4. Report
5. All incomplete/incorrect printed pages (draw a line through each one).