

Example Query Design Grid

Query Name: qryInvoice

Purpose of Query: Produces printed invoices for all students who have not currently paid for their courses. Used to produce rptInvoice

Type of Query: ~~Simple~~ / Multi-Table / ~~Parameter~~ / ~~Delete~~

Field	Table	Criteria
assignPaid	tblAssign	False
studTitle	tblStudent	
studForename	tblStudent	
studSurname	tblStudent	
studAddress1	tblStudent	
studAddress2	tblStudent	
studTown	tblStudent	
studPostcode	tblStudent	
courseName	tblCourse	
courseStartDate	tblCourse	
courseFinishDate	tblCourse	
courseNight	tblCourse	
courseFee	tblCourse	
tutorTitle	tblTutor	
tutorForename	tblTutor	
tutorSurname	tblTutor	

Sorted by: alphabetically by student surname to make sorting easier.