

# Computerised Accounting Practical

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Model # N004

Project No:

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Title : **Creation of Query (Table Relationship)**

## Question

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Create two tables with the following details.

**Table-1 - Employees**

Emp_ID	Emp_Name	Emp_Se
5001	Abhilash	M
5002	Devika	F
5003	Madhav	M

**Table-2 - Pay\_Details**

Emp_ID	BP	DA	HRA
5001	45000	4500	1500
5002	28000	2500	1250
5003	36000	3200	1500

Make Relationship between these two tables and create a Query including Emp\_ID, Emp\_Name, BP, DA and HRA from the respective tables

## Procedure

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- Step-1 : Open LibreOffice Base and Create a new Database, and save it in the name **Employee Data**
- Step-2 : Create a Table in Design View with the fields EMP\_ID, EMP\_Name and EMP\_Sex. Set Emp\_ID as Primary Key and save it as '**Employee**'.
- Step-3 : Open the Employee table and enter the details as given in the question
- Step-4 : Create another Table in Design View with the fields EMP\_ID, BP, DA and HRA. Set Emp\_ID as Primary Key and save it as '**Pay\_Details**'.

- Step-5 : Open the Pay\_Details table and enter the details as given in the question
- Step-6 : Go to the menu **Tools→ Relationships..** This will open Add Table dialogue box. Here add both the tables to the Relationship window and close the Add Table dialogue box.
- Step-7 : In the Relationship window Click on **Emp\_ID** field of one table and drag and drop on to the **Emp\_ID** field of other table. Then a connecting line between these two fields is formed that indicates relationship between these two tables.
- Step-8 : Then click on Save button to save the relationship and close the window.
- Step-9 : In the left pane of Database window, click on Query button and select 'Create a Query in Design View'
- Step-10: Add both the tables to Query Design window.
- Step-11: Double click on Emp\_ID and Emp\_Name field of the Employee table to add these fields to query.
- Step-12: Double click on BP, DA, and HRA fields of the Pay\_Details table to add these fields to query.
- Step-13: Click on Run Query button to view the result.

## Output

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	Emp_ID	Emp_Name	BP	DA	HRA
▶	5001	Abhilash	45000	4500	1500
	5002	Devika	28000	2500	1250
	5003	Madhav	36000	3200	1500