

**Computer Applications – Student Activity Conference  
Session 2 – Invitational B to District**

**I. DATABASE**

Field Name	Data Type	Description (Optional)
Asset	Short Text	25
Date	Date/Time	Short date
Price	Currency	Currency, 2 decimals
SKU	Short Text	25
Salvage	Currency	Currency, 2 decimals
Depr-DDB	Currency	Currency, 2 decimals
Payment	Currency	Currency, 2 decimals

- A. Create a database named **Session 2**.
- B. Create a table named **Assets** with the field specifications at right and enter data below.
- C. Create an update query in design view to update the following fields.
  - 1. Calculate **SKU** by concatenating the following.

- a. Use a Left function to select the left 3 characters of **Asset**.

Asset	Date	Price	SKU	Salvage	Depr-DDB	Payment
Drill Press	3/18/2018	\$2,382.58				
Crane	4/14/2019	\$938.33				
Brake Press	6/10/2019	\$8,723.88				
Computer	1/25/2020	\$1,983.22				

- b. Use the Month function with **Date** as the parameter.

- 2. Calculate **Salvage** by multiplying **Price** times 0.1.
- 3. Calculate **Depr-DDB** using the DDB function with the following parameters.
  - a. Cost parameter is **Price**.
  - b. Salvage parameter is **Salvage**.
  - c. Life parameter is 5.
  - d. For the period parameter, use a formula with the following calculations.
    - (1) Use the Year function with a parameter of **Date** and subtract from 2021.
    - (2) Add 1 to the result of the calculation.
- 4. Calculate the **Payment** field using the Pmt function with the following parameters.
  - a. Rate parameter is 0.06.
  - b. Number of periods parameter is 5.
  - c. Present value is the result of **Price** minus **Salvage**. (*Note: this will generate a negative number as a payment is a debit.*)

D. Run the query and save it as **UpdQry**.

E. Create a report using report wizard with 1" margins in landscape orientation with the following.

- 1. Use all fields from the **Assets**.
- 2. Group by **Date**, and specify grouping options to use Year.
- 3. Calculate sum of **Price** and **Depr-DDB**.
- 4. Use stepped layout and landscape orientation; use the following title: **Depreciable Assets**

F. In design view, make the following modifications.

- 1. Add a label in the report header top aligned with the title and right-aligned on the right-hand margin with the following, replacing 99999 with your favorite number: **(99999)-Session-2**
- 2. Center the title between margins.
- 3. Expand the report footer about 1" and add the following formulas from the **UpdQry** stacked and left aligned with the Grand Total field: **SKU, Salvage, Depr-DDB and Payment**.
- 4. Vertically left align column headings, detail data and summary labels for **Date by Year** and **Asset**, and vertically right align column headings, detail data and summary values for **Date, Price, SKU, Salvage and Depr-DDB**.
- 5. Make everything in report header, page header, group header and report footer black, boldface type, and everything else in plain, black type.

G. Save your report and view it in print preview.