Answers to Critical Thinking Questions – Chapter 01

Student answers could vary from those presented in this document.

**Apply Your Knowledge – Assignment Instruction**

10. How would you change the field name of the Balance field in the Customer table to Current Balance?

**Apply Your Knowledge – Possible Answers**

10. (p. AC 13) If students understand this question to mean changing a field’s caption, then in Datasheet view, select the Balance field, tap or click the Name & Caption button (TABLE TOOLS FIELDS tab | Properties group), and enter the caption, Current Balance in the Enter Field Properties dialog box. In Design view, select the Balance field, and enter the caption in the Field Properties pane.

10. (p. AC 15) If students understand this question to mean renaming the field from Balance to Current Balance, then in Datasheet view, press and hold or right-click the field, select Rename Field on the shortcut menu and rename the Balance field to Current Balance. In Design view, position cursor on Balance field, replace Balance with Current Balance and save the changes to the table.

**Extend Your Knowledge – Assignment Instruction**

13. (a) Why would you use a template instead of creating a database from scratch with just the fields you need? (b) The attachment data type allows you to attach files to a database record. If you were using this database for a job search, what specific documents might you attach to a Contacts record?

**Extend Your Knowledge – Possible Answer**

13. (p. AC 7) (a) Answers will differ but students should have reasons for their responses. A template often includes additional database objects besides tables. Also, using a template can alert you to other fields that were not obvious when you were designing the database. (b) Answers will vary based on student interest but some typical responses could include: resume, letters of recommendation, specific skills required for job, notes about the company.

**Analyze, Correct, Improve – Assignment Instruction**

3. The Awards field currently has a data type of Short Text, but the only values that will be stored in that field are Yes and No to indicate whether the movie won any awards. What would be a more appropriate data type for this field?

**Analyze, Correct, Improve – Possible Answer**

3. (p. AC 9) A more appropriate data type would be Yes/No.

**Lab 1 – Assignment Instruction**

13. You entered the records for the Service Rep table in the order shown in Table 1–6, that is service reps 21, 45, 24, 37. What order will the records be in after you close and reopen the Service Rep table? Why?

**Lab 1 – Possible Answer**

13. (p. AC 23) The records will be in the following order: 21, 24,37, 45. Rep Number is the primary key for the table and records always appear in primary key order.

**Lab 2 – Assignment Instruction**

12. If you had designed this database, could you have used the field name, Name for the Supplier Name? If not, why not.

**Lab 2 – Possible Answer**

12. (p. AC 4) No. Name is a reserved word in Access and cannot be used as a field name.

**Lab 3 – Assignment Instruction**

8. Based on your current knowledge or XPS and PDF documents, which one do you think you would use most frequently? Why?

**Lab 3 – Possible Answer**

8. (p.AC 29) Answers will differ but students should support their response with reasons. Most students are probably more familiar with PDF documents and would choose that format simply because they know it is a safe file format to download and is available on multiple operating systems.

**Consider This: Your Turn**

See the Consider This: Your Turn Rubric Files for possible answers to their critical thinking questions.