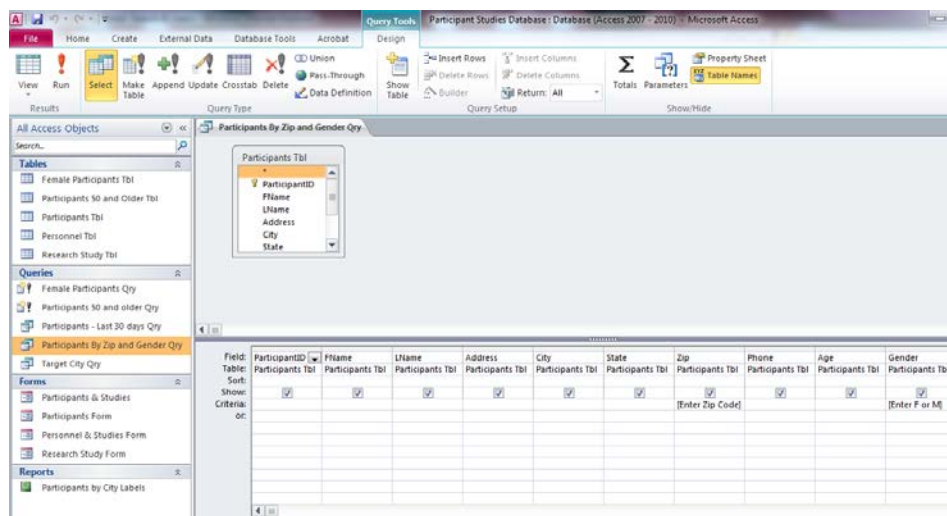# WAYNE STATE UNIVERSITY
HUMAN RESOURCES

HANDOUT 4

Creating a Query

You created a database to keep track of research studies conducted by research personnel and participants who volunteer for those studies. With potentially hundreds and thousands of records in your database you want to be able to filter and review specific information and quickly. In this activity, you will become more familiar with Query objects by creating a series of queries each with a different purpose. Specifically, you will create the following queries:

- Participants by zip and gender
- A Query that will create a new table containing only female participants
- Identify participants who have participated in a study in the last 30 days
- Participants by City for sending correspondence

The image below is an example of a query in design view that uses one table and utilizes parameters to prompt users for a zip code and gender.

Below is an example of a query that pulls data from two related tables and uses an expression to return a given set of records.