

# Unit 2 Creating Systems to Manage Information



**Level 3 National in  
Information Technology**

**January 2020**

**Example Solution**

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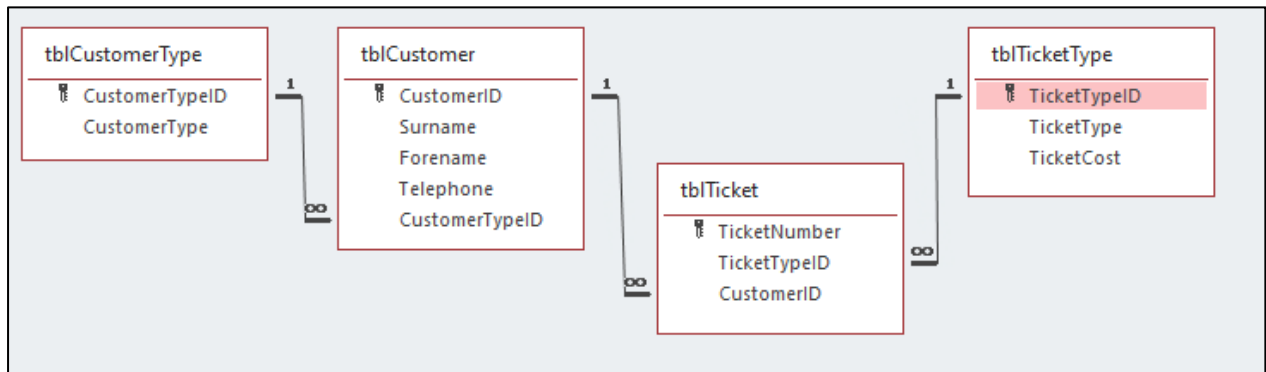
## **Introduction**

The solution must be used alongside the Lead Examiner's report, the marking guidance document and Scripts A and B. Very few comments/explanations will appear in this document so in order to fully understand the approach and how to mark the other documents must be considered too.

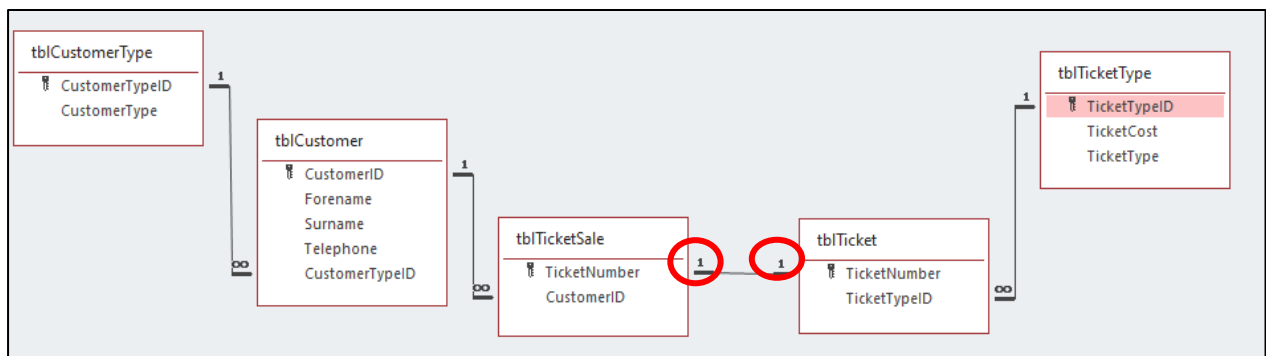
# Part A

# Activity 1 – Database relationship screenprint

## Four table solution



## Five table solution



Only one solution is required. The rest of the solution focusses on a four table solution other than where a five table solution has been indicated.

## Activity 2 – Table structures

Field Name	Data Type
CustomerID	AutoNumber
Surname	Short Text
Forename	Short Text
Telephone	Short Text
CustomerTypeID	Number

Field Name	Data Type
CustomerTypeID	AutoNumber
CustomerType	Short Text

Field Name	Data Type
TicketTypeID	AutoNumber
TicketType	Short Text
TicketCost	Currency

Field Name	Data Type
TicketNumber	Number
TicketTypeID	Number
CustomerID	Number

### Presence and length check

Field Name	Data Type
CustomerID	AutoNumber
Surname	Short Text

Field Properties

General	Lookup
Field Size	30
Format	
Input Mask	
Caption	
Default Value	
Validation Rule	Is Not Null
Validation Text	You must enter the customer's surname

### Value lookup potentials (more than one shown first marked where multiple included)

Field Name	Data Type
CustomerTypeID	AutoNumber
CustomerType	Short Text

Field Properties

General	Lookup
Display Control	Combo Box
Row Source Type	Value List
Row Source	"Regular";"New";"Guest of Organiser"
Bound Column	1
Column Count	1
Column Heads	No
Column Widths	2.54cm
List Rows	16
List Width	2.54cm
Limit To List	Yes

May have used this as opposed to lookup for TicketCost (currency will not allow a lookup)

Field Name	Data Type
TicketTypeID	AutoNumber
TicketType	Short Text

Field Properties

General	Lookup
Display Control	Combo Box
Row Source Type	Value List
Row Source	"Friday";"Saturday";"Both Days"
Bound Column	1
Column Count	1
Column Heads	No
Column Widths	2.54cm
List Rows	16
List Width	2.54cm
Limit To List	Yes

Field Name	Data Type
TicketTypeID	AutoNumber
TicketType	Short Text
TicketCost	Currency

Field Properties

General	Lookup
Format	Currency
Decimal Places	2
Input Mask	
Caption	
Default Value	0
Validation Rule	Like 39 Or 49 Or 88
Validation Text	Ticket cost can only be £39.00, £49.00 or £88.00

## Table lookup (more than one shown first marked where multiple included)

Any foreign key

Field Name	Data Type
Telephone	Short Text
CustomerTypeID	Number

Field Properties

General	Lookup
Display Control	Combo Box
Row Source Type	Table/Query
Row Source	SELECT tbiCustomerType.CustomerTypeID, tbiC
Bound Column	1
Column Count	2
Column Heads	No
Column Widths	2.54cm;2.54cm
List Rows	16
List Width	5.079cm
Limit To List	Yes

Field Name	Data Type
TicketNumber	Number
TicketTypeID	Number
CustomerID	Number

Field Properties

General	Lookup
Display Control	Combo Box
Row Source Type	Table/Query
Row Source	SELECT [tbiTicketType].[TicketTypeID], [tbiTicketType].[Ti
Bound Column	1
Column Count	3
Column Heads	No
Column Widths	2.54cm;2.54cm;2.54cm
List Rows	16
List Width	7.619cm
Limit To List	Yes

Field Name	Data Type
TicketNumber	Number
TicketTypeID	Number
CustomerID	Number

Field Properties

General	Lookup
Display Control	Combo Box
Row Source Type	Table/Query
Row Source	SELECT [tbiCustomer].[CustomerID], [tbiCustomer].[Surname],
Bound Column	1
Column Count	3
Column Heads	No
Column Widths	1.826cm;1.508cm;1.588cm
List Rows	16
List Width	4.921cm
Limit To List	Yes

## Format check (two examples of the same format check)

Field Name	Data Type
Forename	Short Text
Telephone	Short Text

Field Properties

General	Lookup
Field Size	11
Format	
Input Mask	0000000000
Caption	

Field Name	Data Type
CustomerID	AutoNumber
Forename	Short Text
Surname	Short Text
Telephone	Short Text

Field Properties

General	Lookup
Field Size	11
Format	
Input Mask	
Caption	
Default Value	
Validation Rule	Is Not Null And Like "*****"
Validation Text	An 11 digit telephone number is required.

## Activity 3 – Queries and report

(a) Create a query to display an alphabetically sorted list of regular and new customers. It must show the customer name and telephone number only.

### Example 1

The screenshot shows a query named 'qry1\_Sort' based on the 'tblCustomer' table. The query results are sorted by Surname in ascending order, showing three records: Ferguson, Amanda; Ferguson, Eric; and Matinez, Ralph. The design grid below the query shows the fields and their sort orders.

Field:	Surname	Forename	Telephone	CustomerTypeID
Table:	tblCustomer	tblCustomer	tblCustomer	tblCustomer
Sort:	Ascending	Ascending		
Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Criteria:				1 Or 2

### Example 2

The screenshot shows a query named 'qrySortedRegularOrNew' based on the 'tblCustomer' and 'tblCustomerType' tables. The query results are sorted by Surname in ascending order, showing three records: Ferguson, Amanda; Ferguson, Eric; and Martinez, Ralph. The design grid below the query shows the fields and their sort orders, along with a criteria field for 'Regular' or 'New'.

Field:	Surname	Forename	Telephone	CustomerType
Table:	tblCustomer	tblCustomer	tblCustomer	tblCustomerType
Sort:	Ascending	Ascending		
Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Criteria:				"Regular" Or "New"



(b) Create a query that would allow a user to enter a parameter value for the ticket type when run.

Calculate and display:

- number of tickets unsold
- potential income from unsold tickets.

### Query 2 – Example 1 – Four table solution

The screenshot shows a query named 'qry2\_Unsold' with a relationship diagram involving four tables: tblTicketType, tblTicket, and two instances of tblTicketSale. The relationship between tblTicketType and tblTicket is 1 to many. The relationship between tblTicket and the first instance of tblTicketSale is 1 to many. The relationship between the second instance of tblTicketSale and the first instance of tblTicketSale is 1 to 1. The query design grid is as follows:

Field:	NumberUnsold: TicketNumber	PotentialIncome: [NumberUnsold]*[TicketCost]	TicketType	CustomerID	TicketCost
Table:	tblTicket		tblTicketType	tblTicket	tblTicketType
Total:	Count	Expression	Group By	Group By	Group By
Sort:					
Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Criteria:			[Enter the type of ticket]	Is Null	
or:					

#### Friday

The screenshot shows the results of the query for Friday. The 'NumberUnsold' field has a value of 1, and the 'PotentialIncome' field has a value of £39.00.

#### Saturday

The screenshot shows the results of the query for Saturday. The 'NumberUnsold' field has a value of 2, and the 'PotentialIncome' field has a value of £98.00.

### Query 2 – Example 2 – Five table solution

The screenshot shows a query named 'qry2\_Unsold' with a relationship diagram involving five tables: tblTicketType, tblTicket, and three instances of tblTicketSale. The relationship between tblTicketType and tblTicket is 1 to many. The relationship between the first instance of tblTicket and the first instance of tblTicketSale is 1 to many. The relationship between the second instance of tblTicketSale and the first instance of tblTicketSale is 1 to 1. The query design grid is as follows:

Field:	PotentialIncome: TicketCost	NumberOfUnsoldTickets: TicketNumber	TicketTypeID	CustomerID
Table:	tblTicketType	tblTicket	tblTicketType	tblTicketSale
Total:	Sum	Count	Group By	Group By
Sort:				
Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Criteria:			[Enter the Ticket Type ID value (1-3)]	Is Null
or:				

Ignore relationship type if shown as will already have been penalised in Activity 1 if it is incorrect. Only need to see the relationship line.

(c) Report – Create a report that shows the effect of having a 3% discount on the ticket price for **tickets that have been sold**.

Calculate:

- the original income from ticket sales
- the potential discount
- the discounted ticket sales

Display:

- a suitable report title
- the ticket types
- the original ticket sales
- the potential discount
- the discounted ticket sales.

### Example 1 – Four table solution

rptTicketDiscount

### Potential Ticket Discounts

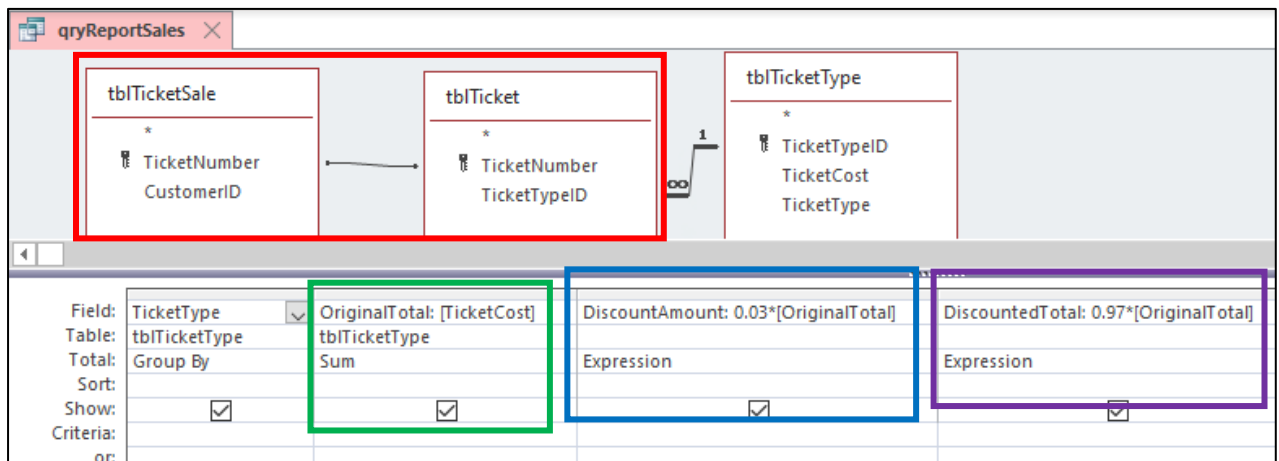
Ticket Type	Original Sales	Potential Discount	Discounted Sales
Camping	£176.00	£5.28	£170.72
Friday	£117.00	£3.51	£113.49
Saturday	£98.00	£2.94	£95.06

Screenprint of report shown for illustration purposes only. This MUST be a pdf version of the actual database report

TicketType	OriginalTicketSales	PotentialDiscount	DiscountedSales
Camping	£176.00	£5.28	£170.72
Friday	£117.00	£3.51	£113.49
Saturday	£98.00	£2.94	£95.06

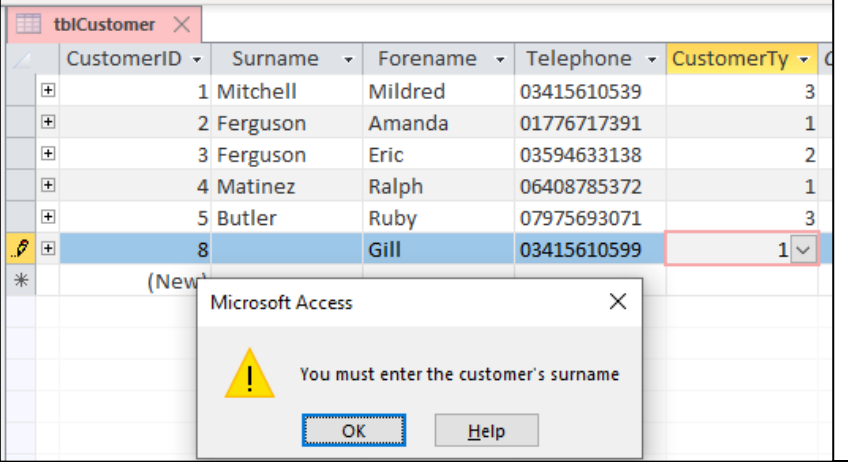
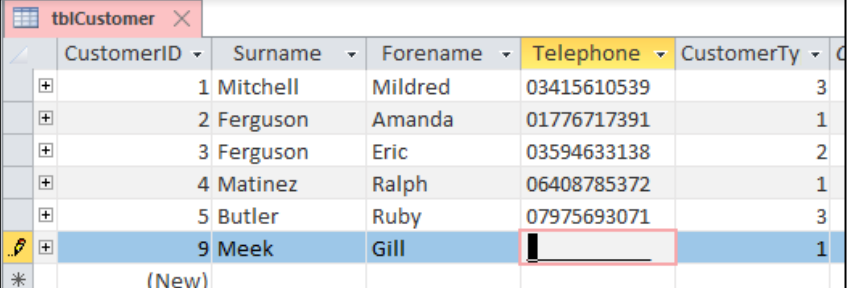
Report Header			
Potential Ticket Discounts			
Page Header			
Ticket Type	Original Sales	Potential Discount	Discounted Sales
Detail			
TicketType	OriginalTicketSales	PotentialDiscount	DiscountedSales
Page Footer			
Report Footer			

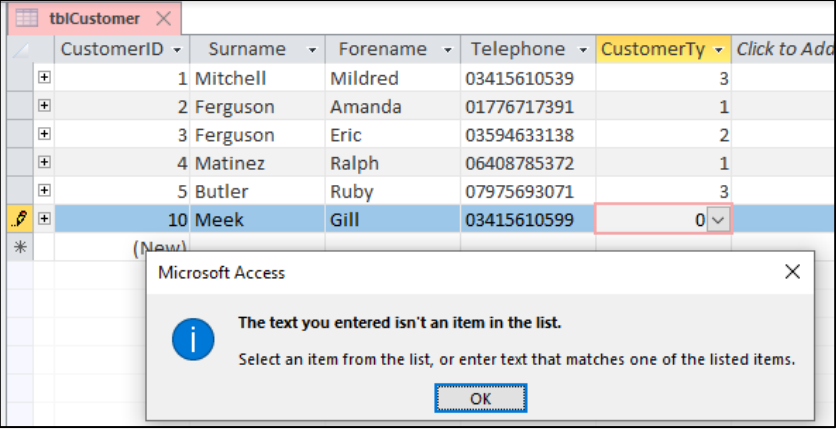
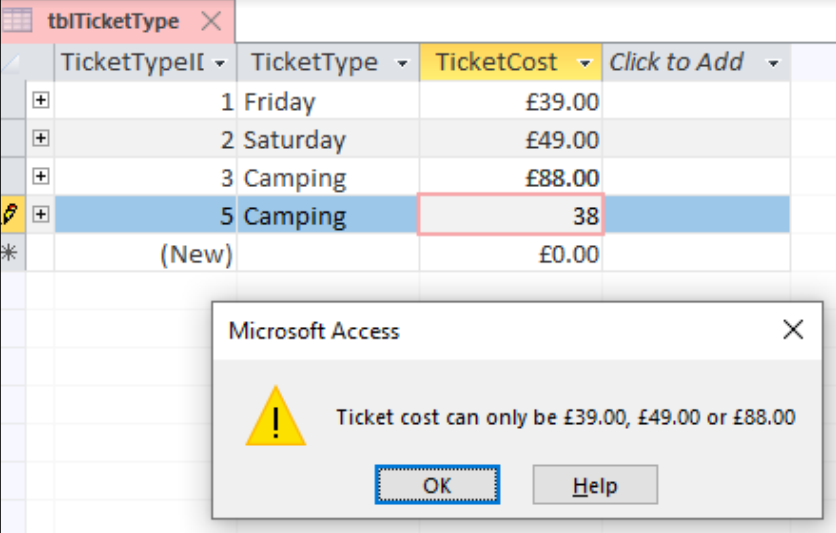
## Example 2 – Five table solution

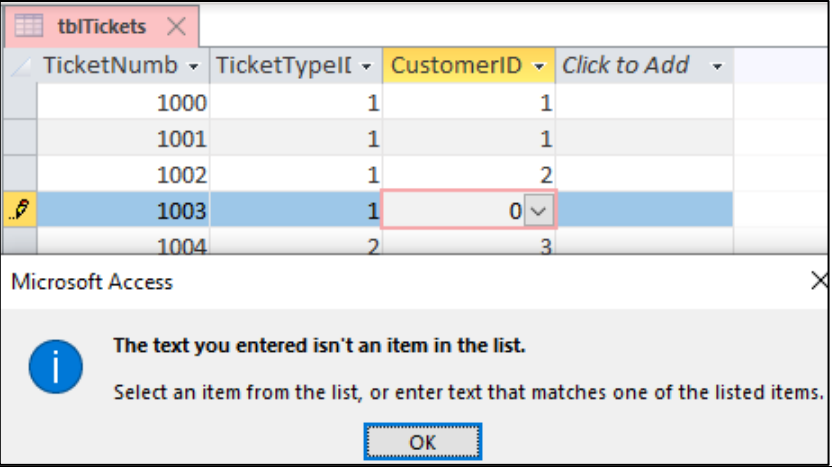
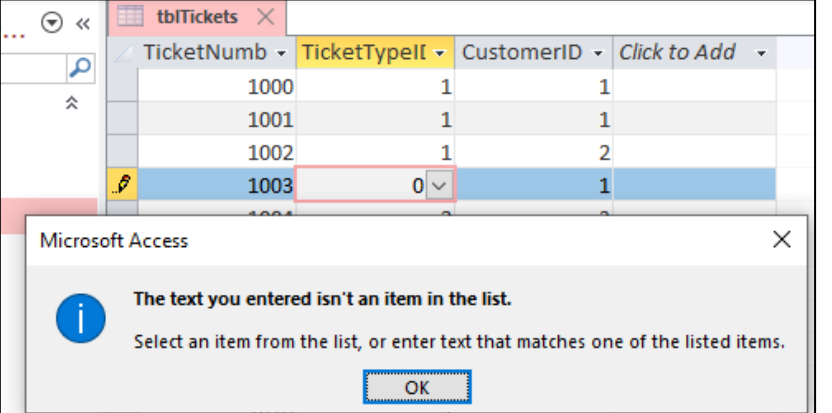


Filtering to only tickets sold is achieved through the structure of the database rather than the need for criteria.

## Activity 4 – Structure testing

Test No	Type of test (N, R, X)	Test data	Expected results	Add screenshot(s) of the results of this test (and any retests) Ensure you show the test data used in the screenshot(s)																																			
1	R	CustomerID: AutoNumber Surname: blank Forename: Gill Telephone: 03415610599 CustomerTypeID: 1	Error message to appear saying the customer's surname must be present	 <p>The screenshot shows the 'tblCustomer' table in Microsoft Access. The table has columns: CustomerID, Surname, Forename, Telephone, and CustomerTy. The data rows are:</p> <table border="1"> <thead> <tr> <th>CustomerID</th> <th>Surname</th> <th>Forename</th> <th>Telephone</th> <th>CustomerTy</th> </tr> </thead> <tbody> <tr><td>1</td><td>Mitchell</td><td>Mildred</td><td>03415610539</td><td>3</td></tr> <tr><td>2</td><td>Ferguson</td><td>Amanda</td><td>01776717391</td><td>1</td></tr> <tr><td>3</td><td>Ferguson</td><td>Eric</td><td>03594633138</td><td>2</td></tr> <tr><td>4</td><td>Matinez</td><td>Ralph</td><td>06408785372</td><td>1</td></tr> <tr><td>5</td><td>Butler</td><td>Ruby</td><td>07975693071</td><td>3</td></tr> <tr><td>8</td><td>Gill</td><td></td><td>03415610599</td><td>1</td></tr> </tbody> </table> <p>An error dialog box is displayed over the table with the message: "You must enter the customer's surname". The dialog has an "OK" button and a "Help" button.</p>	CustomerID	Surname	Forename	Telephone	CustomerTy	1	Mitchell	Mildred	03415610539	3	2	Ferguson	Amanda	01776717391	1	3	Ferguson	Eric	03594633138	2	4	Matinez	Ralph	06408785372	1	5	Butler	Ruby	07975693071	3	8	Gill		03415610599	1
CustomerID	Surname	Forename	Telephone	CustomerTy																																			
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2	Ferguson	Amanda	01776717391	1																																			
3	Ferguson	Eric	03594633138	2																																			
4	Matinez	Ralph	06408785372	1																																			
5	Butler	Ruby	07975693071	3																																			
8	Gill		03415610599	1																																			
2	R	CustomerID: AutoNumber Surname: Meek Forename: Gill Telephone: (0341)5610599 CustomerTypeID: 1	No error message to appear but will not be able to input the telephone number	 <p>The screenshot shows the 'tblCustomer' table in Microsoft Access. The table has columns: CustomerID, Surname, Forename, Telephone, and CustomerTy. The data rows are:</p> <table border="1"> <thead> <tr> <th>CustomerID</th> <th>Surname</th> <th>Forename</th> <th>Telephone</th> <th>CustomerTy</th> </tr> </thead> <tbody> <tr><td>1</td><td>Mitchell</td><td>Mildred</td><td>03415610539</td><td>3</td></tr> <tr><td>2</td><td>Ferguson</td><td>Amanda</td><td>01776717391</td><td>1</td></tr> <tr><td>3</td><td>Ferguson</td><td>Eric</td><td>03594633138</td><td>2</td></tr> <tr><td>4</td><td>Matinez</td><td>Ralph</td><td>06408785372</td><td>1</td></tr> <tr><td>5</td><td>Butler</td><td>Ruby</td><td>07975693071</td><td>3</td></tr> <tr><td>9</td><td>Meek</td><td>Gill</td><td></td><td>1</td></tr> </tbody> </table> <p>The new row (CustomerID 9) has a red box around the empty Telephone field, indicating that the user is unable to input the telephone number.</p>	CustomerID	Surname	Forename	Telephone	CustomerTy	1	Mitchell	Mildred	03415610539	3	2	Ferguson	Amanda	01776717391	1	3	Ferguson	Eric	03594633138	2	4	Matinez	Ralph	06408785372	1	5	Butler	Ruby	07975693071	3	9	Meek	Gill		1
CustomerID	Surname	Forename	Telephone	CustomerTy																																			
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5	Butler	Ruby	07975693071	3																																			
9	Meek	Gill		1																																			

Test No	Type of test (N, R, X)	Test data	Expected results	Add screenprint(s) of the results of this test (and any retests) Ensure you show the test data used in the screenprint(s)																																			
3	X *	CustomerID: AutoNumber Surname: Meek Forename: Gill Telephone: 03415610599 CustomerTypeID: 0	Error message to appear saying the text is not in the list and to select an item from the list	 <table border="1"> <thead> <tr> <th>CustomerID</th> <th>Surname</th> <th>Forename</th> <th>Telephone</th> <th>CustomerTy</th> </tr> </thead> <tbody> <tr><td>1</td><td>Mitchell</td><td>Mildred</td><td>03415610539</td><td>3</td></tr> <tr><td>2</td><td>Ferguson</td><td>Amanda</td><td>01776717391</td><td>1</td></tr> <tr><td>3</td><td>Ferguson</td><td>Eric</td><td>03594633138</td><td>2</td></tr> <tr><td>4</td><td>Matinez</td><td>Ralph</td><td>06408785372</td><td>1</td></tr> <tr><td>5</td><td>Butler</td><td>Ruby</td><td>07975693071</td><td>3</td></tr> <tr><td>10</td><td>Meek</td><td>Gill</td><td>03415610599</td><td>0</td></tr> </tbody> </table>	CustomerID	Surname	Forename	Telephone	CustomerTy	1	Mitchell	Mildred	03415610539	3	2	Ferguson	Amanda	01776717391	1	3	Ferguson	Eric	03594633138	2	4	Matinez	Ralph	06408785372	1	5	Butler	Ruby	07975693071	3	10	Meek	Gill	03415610599	0
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5	Butler	Ruby	07975693071	3																																			
10	Meek	Gill	03415610599	0																																			
4	R	TicketTypeID: AutoNumber TicketType: Camping TicketCost: £38.00	Error message to appear saying the ticket cost can only be £39.00, £49.00 or £88.00	 <table border="1"> <thead> <tr> <th>TicketTypeID</th> <th>TicketType</th> <th>TicketCost</th> </tr> </thead> <tbody> <tr><td>1</td><td>Friday</td><td>£39.00</td></tr> <tr><td>2</td><td>Saturday</td><td>£49.00</td></tr> <tr><td>3</td><td>Camping</td><td>£88.00</td></tr> <tr><td>5</td><td>Camping</td><td>38</td></tr> <tr><td>(New)</td><td></td><td>£0.00</td></tr> </tbody> </table>	TicketTypeID	TicketType	TicketCost	1	Friday	£39.00	2	Saturday	£49.00	3	Camping	£88.00	5	Camping	38	(New)		£0.00																	
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Test No	Type of test (N, R, X)	Test data	Expected results	Add screenprint(s) of the results of this test (and any retests) Ensure you show the test data used in the screenprint(s)
5	X *	TicketNumber: 1003 TicketTypeID:1 CustomerID:0	Error message to appear saying the text is not in the list and to select an item from the list	
6	X *	TicketNumber: 1003 TicketTypeID:0 CustomerID:1	Error message to appear saying the text is not in the list and to select an item from the list	

\* Candidates may use R in place of X where indicated – see Lead Examiner report

## **Activity 5 – Structure evaluation**

Please see the examples discussed in the Lead Examiner’s report and in Script A and Script B.

# Part B



# Activity 6 – Interface and functionality

## Staff form

Property Sheet

Selection type: Combo Box

Availability

Format	Data	Event	Other	All
Control Source	Availability			
Row Source	"Friday";"Saturday";"Both Days"			
Row Source Type	Value List			
Bound Column	1			

Property Sheet

Selection type: Combo Box

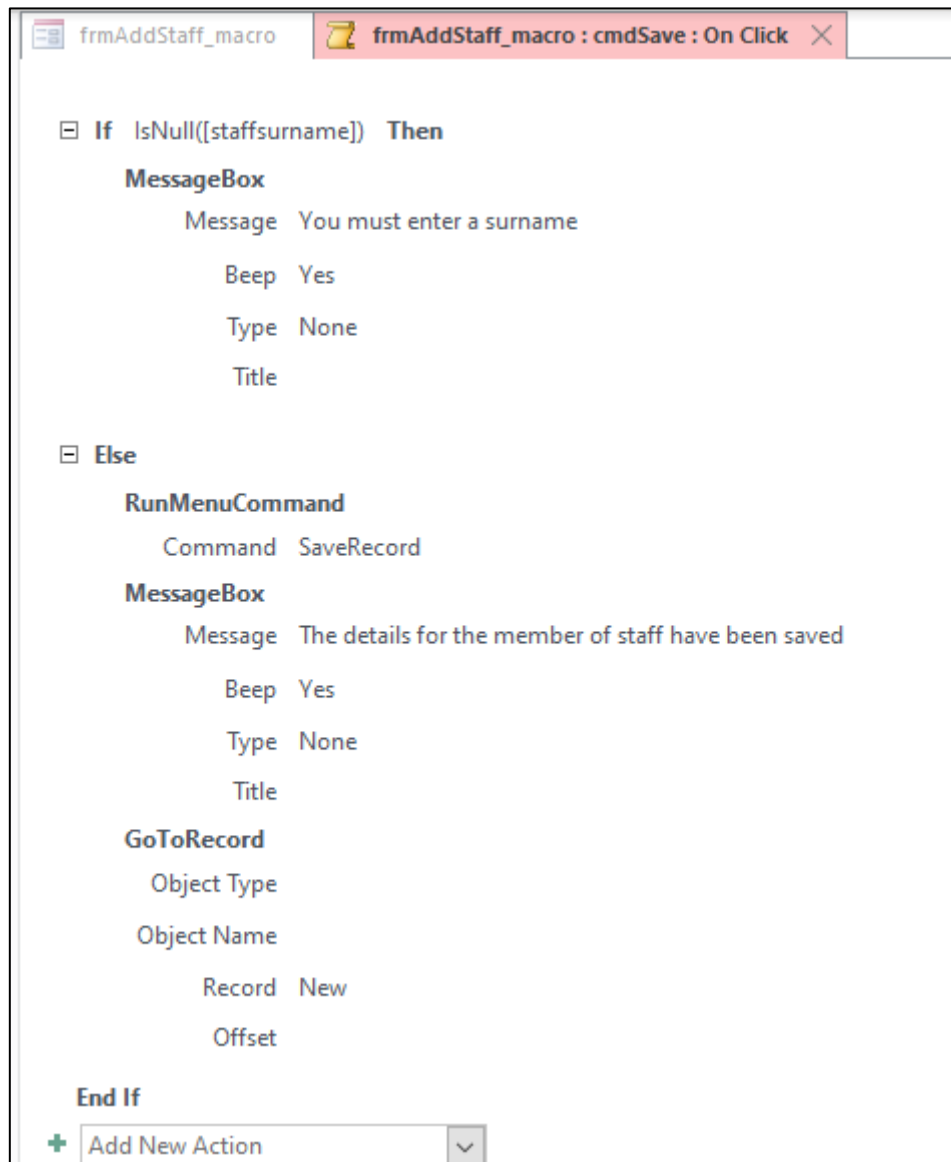
JobRoleID

Format	Data	Event	Other	All
Control Source	JobRoleID			
Row Source	SELECT tblJobRole.JobRoleID, tblJobRole.JobRole, tblJobRole.RatePerHour FROM tblJobRole;			
Row Source Type	Table/Query			
Bound Column	1			

## Code version of saving

```
Private Sub cmdSave_Click()  
    'Note activity asks for surname only though may do more  
    If IsNull(StaffSurname) Then  
        MsgBox "You must ensure you have entered a surname", vbOKOnly  
    Else  
        DoCmd.Save  
        MsgBox "The staff member has been saved", vbOKOnly  
        DoCmd.GoToRecord , , acNewRec  
    End If  
End Sub
```

## Alternative save method - Macro version



The screenshot shows the Macro Designer interface for the 'cmdSave' button click event on the 'frmAddStaff\_macro' form. The macro is structured as follows:

- If IsNull([staffsurname]) Then**
  - MessageBox**
    - Message: You must enter a surname
    - Beep: Yes
    - Type: None
    - Title: (empty)
- Else**
  - RunMenuCommand**
    - Command: SaveRecord
  - MessageBox**
    - Message: The details for the member of staff have been saved
    - Beep: Yes
    - Type: None
    - Title: (empty)
  - GoToRecord**
    - Object Type: (empty)
    - Object Name: (empty)
    - Record: New
    - Offset: (empty)
- End If**

At the bottom of the macro list, there is a '+ Add New Action' button.

## Availability form

### Example 1 - Form with subform

Property Sheet

Selection type: Combo Box

JobID

Format	Data	Event	Other	All
Control Source				
Row Source	SELECT [tblJobRole].[JobRoleID], [tblJobRole].[JobRole] FR			
Row Source Type	Table/Query			
Bound Column	1			
Limit To List	Yes			

Property Sheet

Selection type: Combo Box

JobID

Format	Data	Event	Other	All
Control Source				
Row Source	SELECT [tblJobRole].[JobRoleID], [tblJobRole].[JobRole] FROM tblJobRole;			
Row Source Type	Table/Query			
Bound Column	1			
Limit To List	Yes			

Validating the Availability and JobRoleID by setting the row source for each and setting 'Limit to List' to 'Yes'.

The source of Subform is the query

Property Sheet

This field is called NumAvail.

It is hidden on the subform in form view so the user does not see it

'qryAvailability'

Field:	StaffName: [StaffSurname] & " " & [staffForename]	StaffForename	Availability	JobRoleID
Table:		tblStaff	tblStaff	tblStaff
Sort:				
Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Criteria:			"Both Days" Or [forms]![frmAvailability]![cboDay]	[Forms]![frmAvailability]![JobID]
or:				

Updating the subform after the selections made using code

```
Private Sub cboDay_AfterUpdate()  
    Me.[sfrmAvailability].Form.Requery  
End Sub  
  
Private Sub JobID_AfterUpdate()  
    Me.[sfrmAvailability].Form.Requery  
End Sub
```

Alternative – updating the subform after the selections made using a macro

The image displays two screenshots of the Microsoft Access macro editor. The top screenshot shows the 'JobID' control selected, with the 'After Update' event set to '[Embedded Macro]'. The bottom screenshot shows the 'cboDay' control selected, with the 'After Update' event set to '[Embedded Macro]'. Both screenshots show the 'Requery' action in the macro editor.

## Example 2 - List box

Property	Value
Control Source	
Row Source	"Friday";"Saturday"
Row Source Type	Value List
Bound Column	1
Limit To List	Yes

Validating the Availability and JobRoleID by setting the row source for each and setting 'Limit to List' to 'Yes'.

Property	Value
Control Source	
Row Source	SELECT [tblJobRole].[JobRoleID], [tblJobRole].[JobRole] FROM tblJobRole;
Row Source Type	Table/Query
Bound Column	1
Limit To List	Yes

Property	Value
Control Source	
Row Source	qryAvailability1
Row Source Type	Table/Query

Row source of list box is qryAvailability1

## qryAvailability1

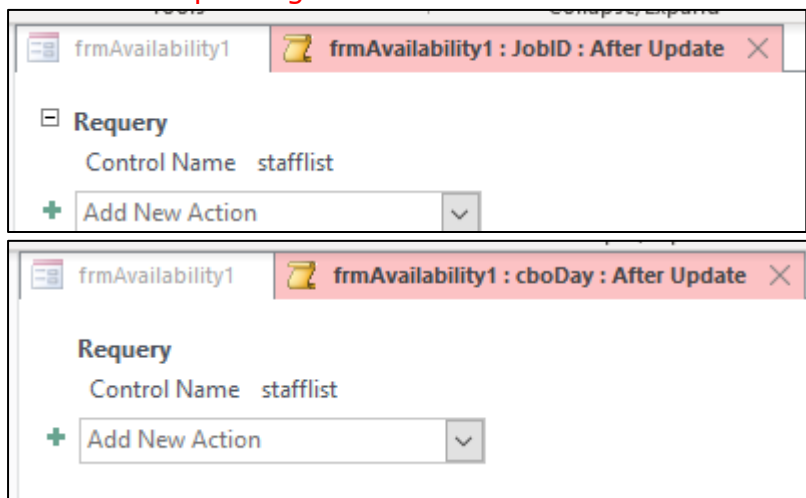
Field:	StaffName: [StaffSurname] & " " & [staffForename]	Availability	JobRoleID
Table:		tblStaff	tblStaff
Sort:			
Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Criteria:		"Both Days" Or [forms]![frmAvailability1]![cboDay]	[Forms]![frmAvailability1]![JobID]
or:			

```
Private Sub cboDay_AfterUpdate ()
    StaffList.Requery
End Sub

Private Sub JobID_AfterUpdate ()
    StaffList.Requery
End Sub
```

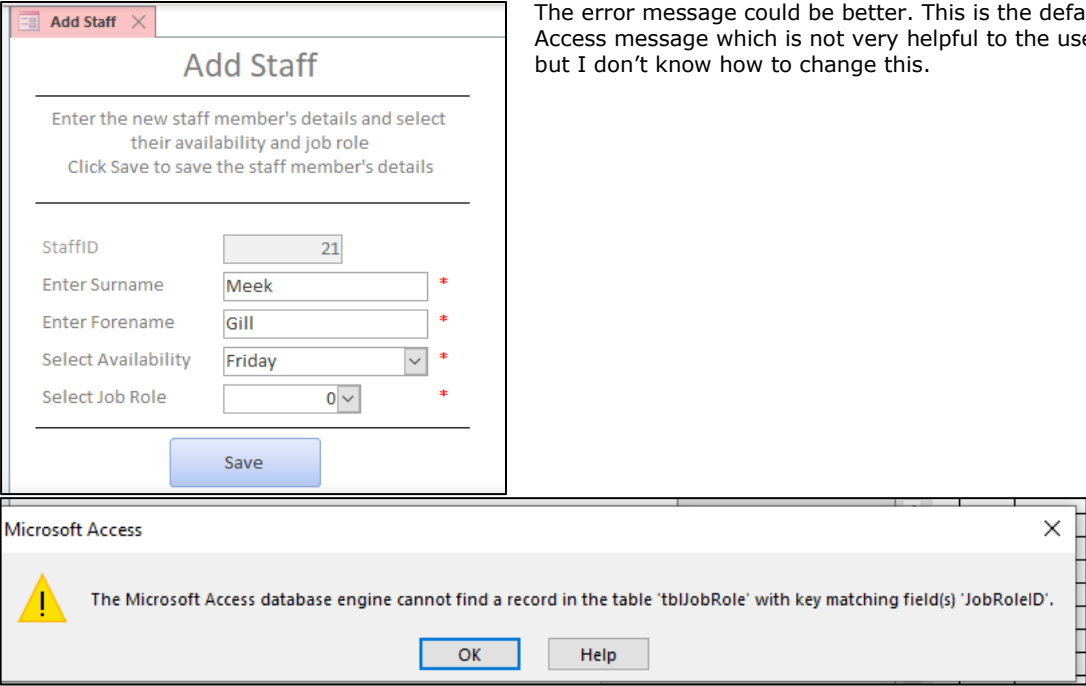
updating the form after selections made

## Alternative updating the form after selections made using macro



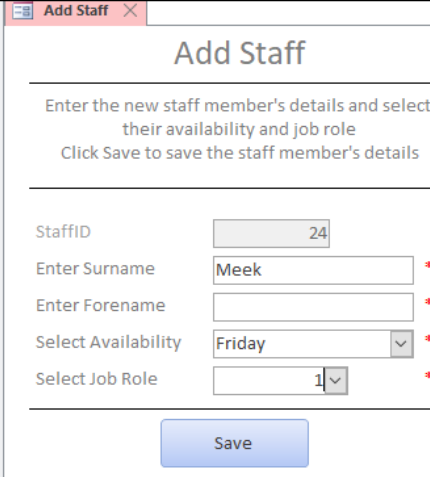
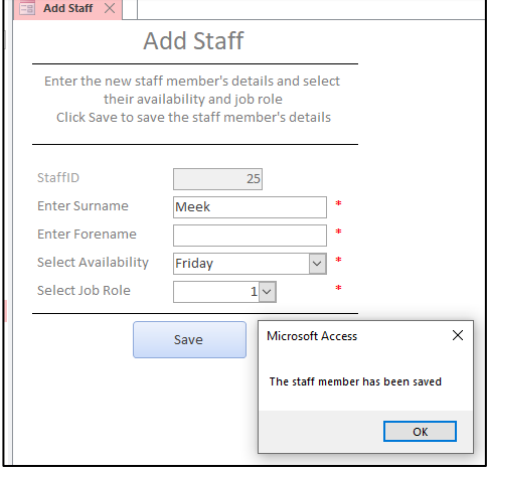
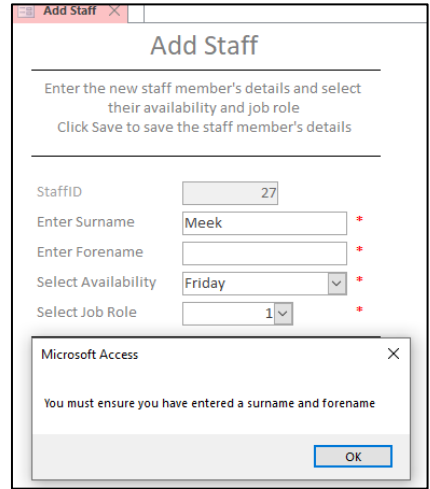
## Activity 7 – Interface and functionality testing

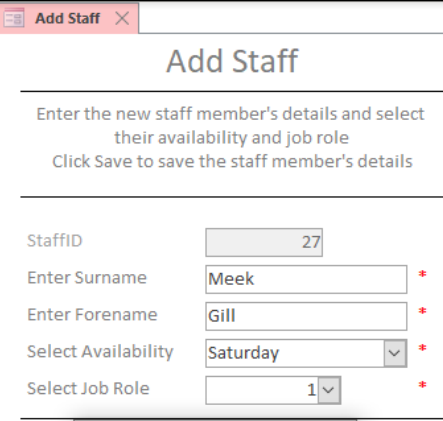
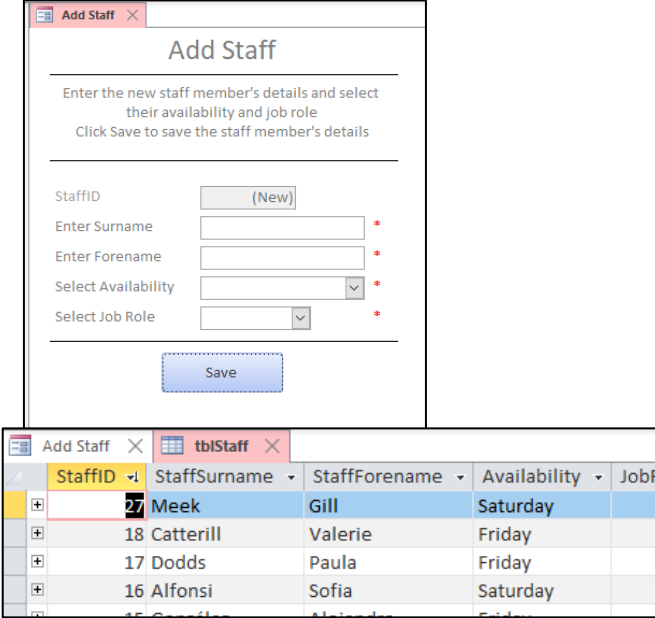
Note the last two columns have been merged as the solution document is sized to A4 rather than A3. This is to ensure the contents can be seen and read.

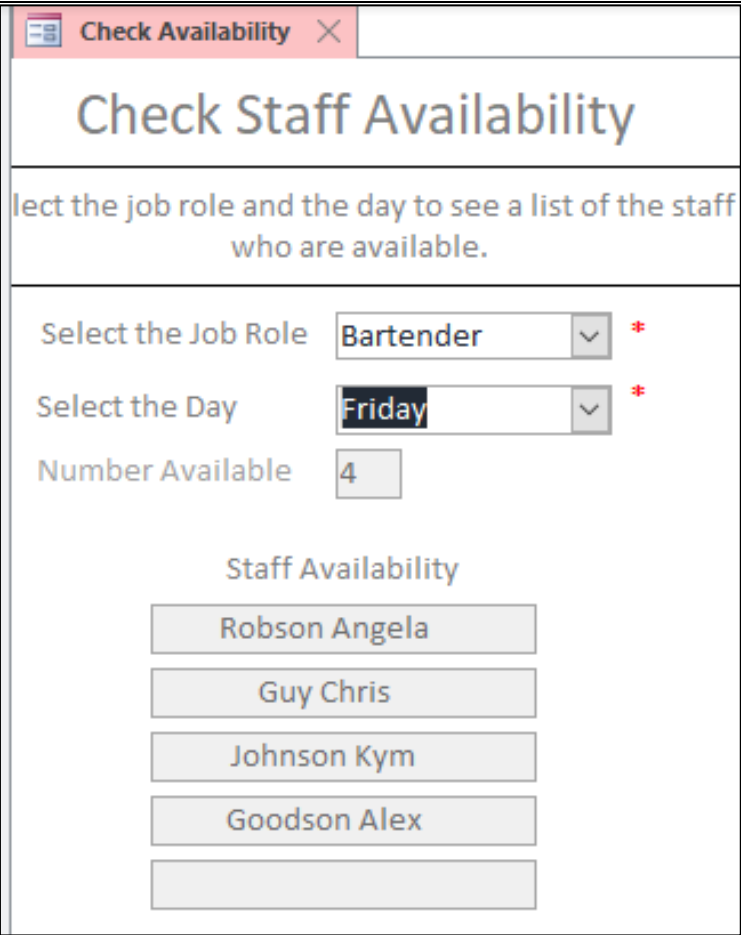
Test Num	Type	Test data	Expected results	Add screenshot(s) of the results of this test (and any retests) Ensure you show the test data used in the screenshot(s)
1	X *	StaffID: Autonumber Surname: Meek Forename Gill Availability: Friday JobRoleID: 0	An error message to appear to say a record with that ID cannot be found in tblJobRole	 <p>The screenshot shows two windows. The top window is titled 'Add Staff' and contains a form with the following fields: StaffID (text box with '21'), Enter Surname (text box with 'Meek'), Enter Forename (text box with 'Gill'), Select Availability (dropdown menu with 'Friday'), and Select Job Role (dropdown menu with '0'). A 'Save' button is at the bottom. The bottom window is a 'Microsoft Access' error dialog box with a yellow warning icon and the text: 'The Microsoft Access database engine cannot find a record in the table 'tblJobRole' with key matching field(s) 'JobRoleID''. It has 'OK' and 'Help' buttons.</p>

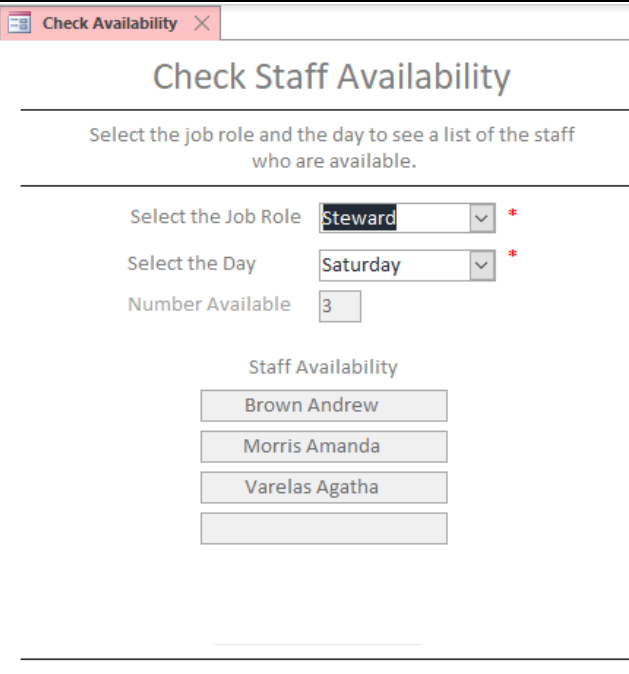


Test Num	Type	Test data	Expected results	Add screenshot(s) of the results of this test (and any retests) Ensure you show the test data used in the screenshot(s)
2	R	StaffID: Autonumber Surname: Meek Forename Gill Availability: Friday and Saturday JobRoleID: 1	An error message to appear to say the text entered is not in the list and that the user must select an item from the list	<p>The screenshot shows a web application window titled "Add Staff" with a close button. The window contains instructions: "Enter the new staff member's details and select their availability and job role. Click Save to save the staff member's details." Below the instructions are five input fields: "StaffID" (text box with "23"), "Enter Surname" (text box with "Meek"), "Enter Forename" (text box with "Gill"), "Select Availability" (dropdown menu with "Friday and Saturday"), and "Select Job Role" (dropdown menu with "1"). Each of the last four fields has a red asterisk to its right. In the foreground, a "Microsoft Access" error dialog box is open, displaying an information icon and the text: "The text you entered isn't an item in the list. Select an item from the list, or enter text that matches one of the listed items." with an "OK" button.</p>

3	R	StaffID: Autonumber Surname: Meek Forename Blank Availability: Friday JobRoleID: 1	An error message to be displayed saying "You must ensure you have entered the surname and forename"		This did not do what was expected. The record was saved.	
<pre> private Sub cmdSave_Click() 'Note activity asks for surname only though may do more If IsNull(StaffSurname) Or IsNull(StaffForename) Then MsgBox "You must ensure you have entered a surname and forename", vbOKOnly Else </pre>						I had to add a presence check to forename to make sure it checked to see if the forename was present. I also add into the error message so the user knows they need both.

4	N	StaffID: Autonumber Surname: Meek Forename Gill Availability: Saturday JobRoleID: 1	The record to be saved in tblStaff, a message to appear telling the user the record has been saved and the form to be cleared.		
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5	N	JobRoleID: 1 (Bartender) Availability: Friday	<p>Robson Angela (Friday) Guy Chris (Both days) Johnson Kym (Both days) Goodson Alex (Friday)</p> <p>The staff above to appear in the list</p> <p>The number available to be calculated to 4</p>	
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6	N	JobRoleID: 2 (Steward) Availability: Saturday	<p>Brown Andrew (Saturday) Morris Amanda (Both days) Varelas Agatha (Both days)</p> <p>The staff above to appear in the list</p> <p>The number available to be calculated to 3</p>	
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\* Candidates may use R in place of X where indicated – see Lead Examiner report

## **Activity 8 – Interface evaluation**

Please see the examples discussed in the Lead Examiner’s report and in Script A and Script B.