Dear IS 3100 Students,  
  
Your task is to create, complete, and submit an Access database based on **Application Exercise 5-3 starting on page 513** of the Kroenke textbook.

You are required to complete and save the database Access Task link on the Assignments page.

How to approach this task?

* Read the chapter;
* Read the assignment fully;
* Take notes;
* List requirements;
* Design your database;
* Open Access, provide a name (LastNameAccess.accdb);
* Start building, and then save.

Your response is required as follows:  
  
1. Your completed workbook must be authentic; it must be your own original work. ***Any plagiarism will result in a failing grade for the course.***

2. Please make sure the file is attached before you submit.

3. You may use the **Questions about the Access Task** thread on the Discussion Board to ask questions about the task and exchange ideas with your classmates.

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| --- | --- | --- | --- |
| **Criterion** | **Description** | **Maximum points** | **Your Points** |
| Structure | A completed and organized database is present and according to instructions. | 20 |  |
|
| Tables | Tables are present, correct, and complete with data. | 30 |  |
| Forms | Form and subform are present, correct, and functional. | 30 |  |
| Report | Report is present, correct, and organized. | 20 |  |
|  |  |  |  |
| **Total:** |  | **100** | **0** |