Performing searches on the Employees database

In this activity you will learn how to:

- perform searches using multiple criteria
- use Boolean operators in searches
- sort data using one criterion into ascending or descending order.

For this activity you are required to produce queries on the Personnel database to extract the following data:

1. A list of the fields: surname, forename, sex, and position for all female programmers.
2. A list of all employee numbers, surname and forename for employees who work part time.
3. A list of the fields: surname, forename, salary, description and sex for all employees earning less than 20000.
4. A list of the fields: surname, forename, and position for all employees who are either web designers or programmers.
5. A list of the fields: surname, forename, position, and number of IGCSEs for all the employees having less than or equal to 3 IGCSEs.
6. A list of the fields: surname, position, and salary for all employees who are not programmers.
7. A list of the fields: surname, forename, position and room where the position contains the word ‘clerk’.
8. A list of the fields: surname, position, and salary for all employees who have the words ‘clerk’ or ‘analyst’ as part of the position field.
9. A list of the fields: surname, position, and salary for all employees earning 40000 or over arranged in alphabetical order according to surname.
10. A list of the fields: forename, surname, and position for all female workers who earn over 30000. This list needs to be sorted in descending order according to salary.
11. A list of the fields: employee no, surname, forename for all the staff who work in room A2.
12. A list of the fields: employee no, surname, forename for all staff who are programmers and who have a driving licence arranged in alphabetical number according to surname.