

Homework Instructions

1. Download the homework pdf document from my website at www.ucb-access.org
Click on Beginning under MS Access/Database Series (left side)
Click on Homework (right side)

The screenshot shows the website header with the UC Berkeley Extension logo and the text "Database Courses (Microsoft Access, Oracle, SQL Server, .NET, C#, ASP.NET)". A box labeled "Beginning MS Access Course" points to the "Beginning" link in the "MS Access/Database Series" menu. Another box labeled "Homework" points to the "Homework" link in the breadcrumb trail. A third box labeled "Downloads" points to the "Downloads" link in the breadcrumb trail. The main content area displays the course title "Designing, Building, and Using Databases(Beginning MS Access)" and a breadcrumb trail: "You are here: [Designing, Building, and Using Databases(Beginning MS Access) Home] | Syllabus | Homework | In-Class Practice | Downloads".

2. Download the initial database file from the Downloads section (not needed for 1st homework)

The screenshot shows the same website header. A box labeled "Initial Database File" points to the "Initial Database Files (zip format)" link in the main content area. The breadcrumb trail is updated to: "You are here: [Designing, Building, and Using Databases(Beginning MS Access) Downloads] | Home | Syllabus | Homework | In-Class Practice".

3. Perform the homework assignment according to the instructions.
4. Once you are done, click on the File tab, then click on Info, then Compact & Repair Database.
5. You may upload the MS Access database by itself or create a zip file. Use the following naming convention:
hw{number}__{your full name}.{extension}
number = homework number
your full name = lastName_firstName or FirstName_LastName
extension = file extension
6. Next to the homework assignment link is a file upload link (see next page). Click on the upload link to open the file upload window.

UC BERKELEY EXTENSION

Database Courses

(Micro, C#, ASP.NET, HTML/CSS/JavaScript)

Browse to your file

Upload Homework 1

Choose File No file chosen

Upload

Click on Upload

Close

Upload Homework Links

Homework Instructions

- [Homework 1 \(pdf format\)](#) [Upload Homework 1](#)
- [Homework 2 \(pdf format\)](#) [Upload Homework 2](#)
- [Homework 3 \(pdf format\)](#) [Upload Homework 3](#)
- [Homework 4 \(pdf format\)](#) [Upload Homework 4](#)

Final Take-Home Exam:
[Final Exam \(pdf format\)](#) [Upload Final](#)

Site Navigation

Search

- Home
- Courses
 - Course Dates
 - MS Access Database Series
 - Beginning
 - Intermediate
 - Advanced
 - Managing Data(bases) using SQL
 - Building Database Systems
 - Building Apps using C# and .NET
 - Building Web Apps using ASP.net
 - SQL Database Programming
 - JavaScript and jQuery
 - Data Mining using SQL

- Click on the appropriate Upload Homework link (1 through 4)
- The Upload Homework dialog box is displayed. Click on Browse to select the homework file.
- Now click on Upload. Depending on the file size this may take some time. At the end, the confirmation is displayed below the Upload button.
- Homework is due at noon the day before the next class meeting (see Course Syllabus).
- If the file name is not according to the file format specifications (see above), an error message is displayed as shown below:

Upload Homework 1

Choose File HW7_MichaelKremer.accdb

Upload **File Format must be: HW1_YourName**

Close

- Once the file is uploaded successfully, a final message is displayed as shown below:

Upload Homework 1

Choose File No file chosen

Upload

File has been successfully uploaded!
 File name: HW1_MichaelKremer.accdb
 3219456 kb
 Content type: application/msaccess

Close