

INDIAN SCHOOL AL WADI AL KABIR
CLASS X - INFORMATION TECHNOLOGY (402)
Unit 3 Database Management System using LibreOffice Base
Practical Activities

1. Creating a Database and Table

Question:

Create a database named “**Student_Record**”.

Inside it, create a table named “**Student**” with the following fields:

- Admission_No (Primary Key)
- Name
- Class
- Section
- Marks

Enter at least **5 records** into the table.

Task: *Take a screenshot of the Table Design View and the Table Data View (showing records) and paste them in your notebook.*

2. Setting Data Types and Primary Key

Question:

In the **Student** table created above,

- Set the **Admission_No** field as **Primary Key**.
- Ensure that the **Marks** field accepts **only numeric values**.
- Save the table and reopen to verify the settings.

Task: *Take a screenshot of the Design View showing data types and key symbol, and paste it.*

3. Creating a Query

Question:

Create a **Query** on the **Student** table to display only those students whose **Marks are greater than 80**.

Save the query as “**High_Scorers**”.

Task: *Take a screenshot of the Query Design and the Query Output window.*

4. Creating a Form

Question:

Create a **Form** using the **Form Wizard** for the **Student** table so that data entry can be done easily. Add a **new record** using the form and save it.

Task: *Take a screenshot of the Form window with data entry visible.*

5. Creating a Report

Question:

Generate a **Report** for the **Student** table showing the fields:

Admission_No, Name, and Marks,
sorted in **descending order of Marks**.

Name the report “**Student_Report**”.

Task: *Take a screenshot of the Report output and paste it.*