

Re: Designing and Access Questions

Source:

<http://www.tech-archive.net/Archive/Access/microsoft.public.access.tablesdbdesign/2008-10/msg00323.html>

- *From:* Emine <Emine@xxxxxxxxxxxxxxxxxxxxxxxxxxxxxx>
 - *Date:* Wed, 15 Oct 2008 06:17:00 -0700
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Thank you so much Allen. You are fantastic!! I've read a lot of your post and have so much information and some designs you've created on my PC at home.

OK now to your responses, I still just need a little more clarification on some of your answers please:

Response to #3: Can you give me an example? I still dont know about the splitting and unsure of what you mean. And what do you mean each user has their own copy.

Do I need to set this up for multi users before I even being design the database and where do I begin. I've never done that?

Response to #5: Is this almost an impossible feat? Can it be done? Is there something I can read so that I can try and incorporate as part of my database?

Just for thought: I know from past experience, most programmers do not like using Access because it requires a lot of twigging and lots of VBA, so they opt to use Crystal. But I'm not a programmer and will Question #5 really give me a hard time?

Again, THANK YOU-THANK-YOU!!!

"Allen Browne" wrote:

Responses in-line.

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Allen Browne - Microsoft MVP. Perth, Western Australia
Tips for Access users - <http://allenbrowne.com/tips.html>
Reply to group, rather than allenbrowne at mvps dot org.

"Emine" <Emine@xxxxxxxxxxxxxxxxxxxxxxxxxxxxxx> wrote in message
news:A2F9437F-16F3-490F-9B30-E3681ED0609C@xxxxxxxxxxxxxxxxxxxxx

Re: Designing and Access Questions

I was always confused on the following and I hope that someone can actually answer a couple of these questions for me. BTW all you Gurus on this forum are absolutely fantastic! You guys are great! I've learned so much from all your expertise advise. Anyways here are my questions:

1. How do I set-up relationships and what is considered a primary table?

Open the Relationships window.

In Access 2007, it's on the Database Tools tab of the ribbon.

In previous versions, it's on the Tools menu.

To create the relation, drag the field from one table, and drop it onto the other.

Most relationships will be one-to-many. For example, one client has many orders. Therefore the Clients table has a ClientID (primary key), and the Orders table has a ClientID (foreign key, since a client can occur many times in this table.) The primary table is the one on the ONE side of the one-to-many relation — the Clients table in this example.

2. How are the relationships in a table joined and what is the best way to join tables? I know about the primary key, but for some reason, sometimes my relationships do not work.

If you have not yet done so, open the Northwind sample database, open the Relationships window, and see how those relations work.

Here's a basic example of creating relationships:
Relationships between Tables (School Grades example)
at:

<http://allenbrowne.com/casu-06.html>

And another:

<http://allenbrowne.com/casu-23.html>

Here's a PDF on normalizing data:

<http://allenbrowne.com/casu-23.html>

And a bunch more links to read:

<http://www.accessmvp.com/JConrad/accessjunkie/resources.html#DatabaseDesign101>

3. What is front end and back end?

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See:

Split your MDB file into data and application

at:

<http://allenbrowne.com/ser-01.html>

The back end is the shared data file that contains only the tables. The front end is the program that links to the tables. Each user has their own copy of the front end, so they don't interfere with each other.

4. How do you setup a database so that others can use it simultaneously?

Access is multi-user, so can do this. But for best results and ease of maintenance, split as described above.

5. When Excel spreadsheets are updated (ones that I will be using for importing) what is the best way to automatically import the updated information into the database?

That's a much bigger question, and involves quite a bit of work, because you need to handle:

- new rows (appending records)
- removed rows (deleting records)
- altered rows (updating records)

and it includes ways to distinguish between these, and to synchronize any multi-user conflicts (edits in both places.)

That's on top of the usual import issues where data comes from untyped columns (in Excel someone can type "Not applicable" into a date column), subtotals and inserted rows between data, cells that are blank in Excel, but marked Required in your database, new values in lookup columns, creating/deleting/updating records in related tables to respond to columns in the non-normalized spreadsheet, and other issues.