

Data Surfing With BrioQuery - Exercise 4

JOINING TABLES TO GET DATA OUT OF BOTH AT THE SAME TIME

In this exercise, you will join the TDB_STUDENT_CURRENTLY_ENROLLED table to the TDB_STUDENT_MAILING_LABELS table to create data for mailing labels. We will suppose that we want to send letters to **all** the Hispanic minority students in the Liberal Arts College to make them aware of a scholarship that they may wish to apply for. We will export our data in a file that can be used by word processing software to make labels.

Tool Objectives - this is what you will learn as you go through the “Cookbook” section that follows.

1. Build a query involving two tables.
2. Join two tables on a common field with an equal join.
3. Remove limits.
4. Enter multiple limits for one data element.
5. Remove joins.
6. Recognize Auto Joins and be able to turn them off.
7. Export data in formats that can be used in a word processor to make mailing labels, or in a spreadsheet.

Data Objectives

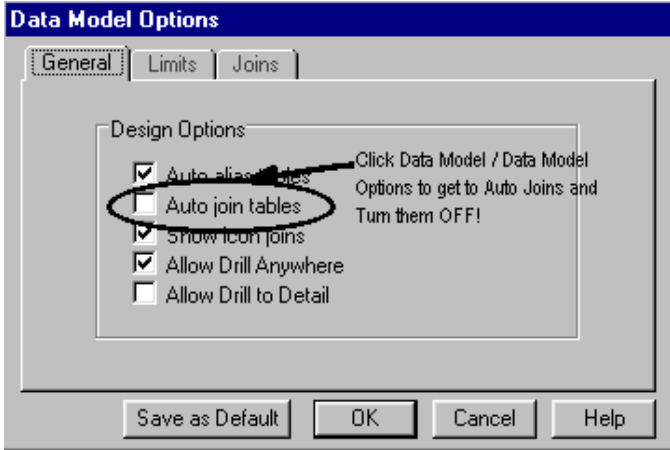
1. Understand why you need to join tables.
2. Know what field makes a student unique.

COOKBOOK

What You Do

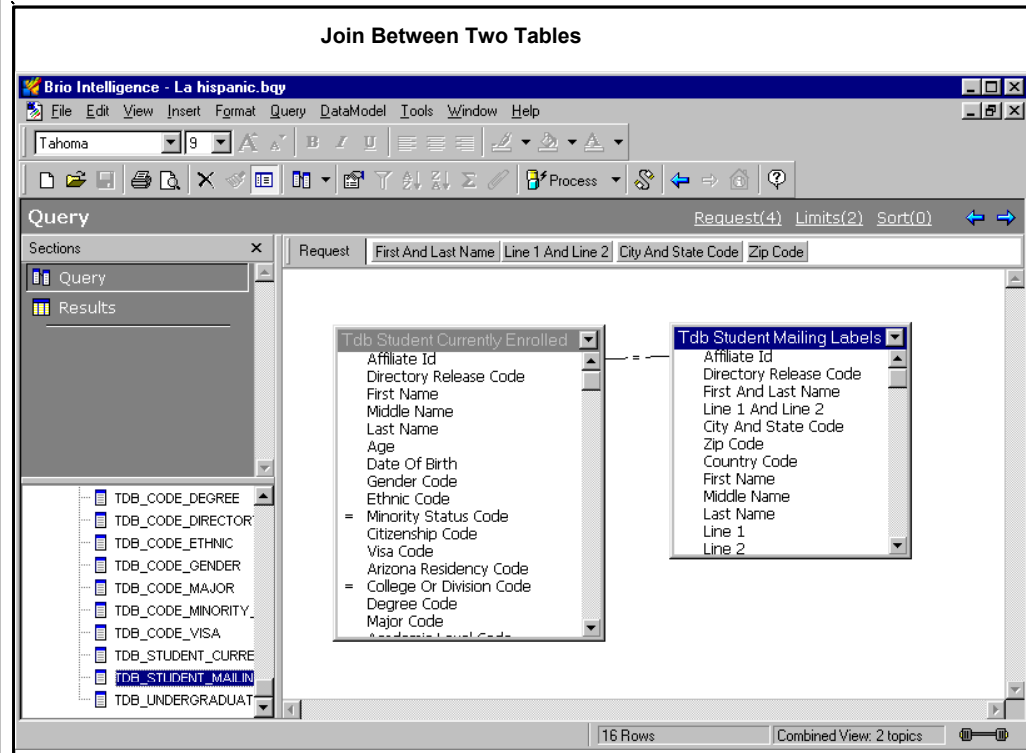
Comments/Questions

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<p>1. Start BrioQuery with the Training Query and on the Menu Bar click File/Open to open the la Hispanic.bqy file, and logon.</p>		<p>Hit the tables + sign to log on.</p>
<p>2. Click on the Title Bar of the TDB_STUDENT_CURRENTLY_ENROLLED table and drag the table toward the left side of the query building workspace.</p>		<p>We need to make room for another table with addresses in it.</p>
<p>3. Click, hold and drag the TDB_STUDENT_MAILING_LABELS table from the Table Catalog frame out to the right side of the workspace.</p>		<p>Watch out for Auto Joins! If they are turned on... you will get a bunch of join lines between the two tables. This is BAD! Click Data Model / Data Model Options, get rid of the checkmark in Auto Joins and click OK.</p> 
<p>5. Arrange the two tables, side by side with some space between them.</p>		<p>Drag Title Bars to move tables. Make tables bigger by positioning cursor on edges. When the cursor changes to an arrow click and drag to make bigger.</p>

6. Click, hold and drag **Affiliate ID** from the TDB_STUDENT_CURRENTLY_ENROLLED table, to **Affiliate ID** in the TDB_STUDENT_MAILING_LABELS table.

Always join tables from left to right and position them so you can see the join lines (as below).



Be careful that the join line appears between the same name data elements. If you were to join Affiliate ID to Directory Release Code, there would never be a match between those two data elements so you would not get any results.

If you need to get rid of a join line, click on it to highlight it and then click on the **Remove** button.

7. Click, hold and drag ' First and Last Name ' from the TDB_STUDENT_MAILING_LABELS table to the Request line.		First and Last Name is a field that has both first and last name in one field - handy for mailing labels.
8. Add Line 1 and Line 2, City and State Code , and Zip Code to the Request line also.		Don't spend any time arranging them on the Request Line. The last one added is always at the end of the Results columns no matter where you put it.
9. Click File , then click Save As and save the query on the floppy drive as la Hispanic address.bqy .		
10. Click Process .		
11. Click on the Last Name column in the Results and press Delete on your keyboard.		NOTE: There should be three Name field columns – the two fields - Last Name and First Name - originally came from the TDB_STUDENT_CURRENTLY_ENROLLED table. The “First and Last Name” field came from the TDB_STUDENT_MAILING_LABELS table. This field has the full name in one field for the purpose of making a label.
12. Also highlight and delete the Affiliate ID, First Name, Ethnic Code, Minority Status Code, Citizenship Code, and College Or Division Code columns from the Results.		This should leave just the First and Last Name, Line 1 and Line 2, City and State Code , and Zip Code columns in the Results.
13. Click File and click Save		To save the query.

<p>14. Click Process</p> <p>INTERLUDE....</p>		<p>Is the limit Minority Status Code = h is still working? Do you have the same number of records? _____</p> <p>A question that many beginning query builders have is - what does the Request line have to do with limits? The answer is ABSOLUTELY NOTHING! Limits are placed on a data element in the table. They work whether or not you put that data element on the Request line.</p>
<p>15. In the Results section, click File, click Export and click Section.</p>		<p>To save the <u>DATA</u> (rather than the query which we saved above)! We will export the data in a text format that can be imported into Word Perfect or Word to make letters and labels.</p>
<p>16. Change to the floppy drive if necessary and name the file la Hispanic address.</p>		
<p>17. Click on the drop down arrow on the Save file as type: box (Bottom left corner). Click Text (Tab delimited) (*.txt), then click OK.</p>		<p>To save the results as text separated by tabs. This can be read into a word processing program to make labels.</p>
<p>18. Click File, click Exit.</p>		<p>To exit BrioQuery.</p>

ON YOUR OWN

1. Use the training.occ to log on to the TRAINING Database and build a NEW query to obtain the phone numbers of all College of Business graduate students. (See hints below on how to do this!). Save the query as **Baphone.bqy**. Export the phone numbers in Excel 5.0 format as a file named **Baphone.xls**. Logoff when you are done.

HINTS: 1. Use the same two tables - TDB_STUDENT_CURRENTLY_ENROLLED and TDB_STUDENT_MAILING_LABELS.

2. Start with just the TDB_STUDENT_CURRENTLY_ENROLLED table.

In addition to a limit on College or Division Code to get only Business students, you will need to limit Degree to 91 (Ph.D.), or 61 (MS), or 04 (Non Degree Seeking).

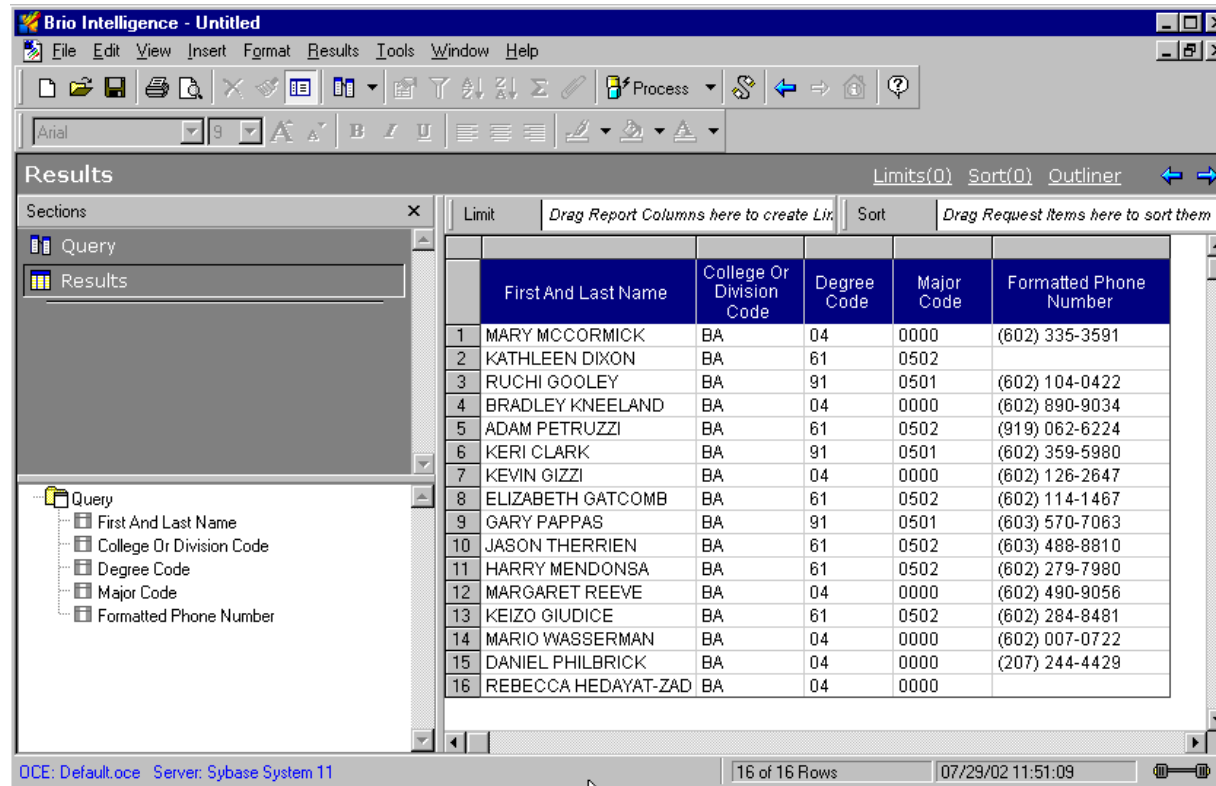
You can enter multiple criteria by typing them in the limit box separated by commas with no spaces. In this case, enter 61,91,04.

Be suspicious! Make sure your limits are working. Put College or Division Code and Degree on the Request Line on the first run.

3. Once you get results with just the TDB_STUDENT_CURRENTLY_ENROLLED table, join the TDB_STUDENT_MAILING_LABELS table to get the phone number.

See Next Page for Results.....

4. Results should look like this:



The screenshot shows the Brio Intelligence interface with a query result table. The table has the following columns: First And Last Name, College Or Division Code, Degree Code, Major Code, and Formatted Phone Number. The data is as follows:

	First And Last Name	College Or Division Code	Degree Code	Major Code	Formatted Phone Number
1	MARY MCCORMICK	BA	04	0000	(602) 335-3591
2	KATHLEEN DIXON	BA	61	0502	
3	RUCHI GOOLEY	BA	91	0501	(602) 104-0422
4	BRADLEY KNEELAND	BA	04	0000	(602) 890-9034
5	ADAM PETRUZZI	BA	61	0502	(919) 062-6224
6	KERI CLARK	BA	91	0501	(602) 359-5980
7	KEVIN GIZZI	BA	04	0000	(602) 126-2647
8	ELIZABETH GATCOMB	BA	61	0502	(602) 114-1467
9	GARY PAPPAS	BA	91	0501	(603) 570-7063
10	JASON THERRIEN	BA	61	0502	(603) 488-8810
11	HARRY MENDONSA	BA	61	0502	(602) 279-7980
12	MARGARET REEVE	BA	04	0000	(602) 490-9056
13	KEIZO GIUDICE	BA	61	0502	(602) 284-8481
14	MARIO WASSERMAN	BA	04	0000	(602) 007-0722
15	DANIEL PHILBRICK	BA	04	0000	(207) 244-4429
16	REBECCA HEDAYAT-ZAD	BA	04	0000	

5. Export your Results in Excel format.

6. Don't forget to exit BrioQuery.

3. Review the objectives covered on your crib sheet. Jot down a short note for each objective to remember how to do each task.