

Data Surfing With BrioQuery - Exercise 5

ESSENTIAL DATA EYEBALLING SKILLS

In this exercise, we will take a look at records in the Student Mailing Labels table. When you first meet a new table, it is good to eyeball the data in it to see its format and ensure it is what you think it is. We will explore the Remarks function, which shows on-line definitions for Tables as well as Data Elements. We will also learn how to interrupt a query.

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

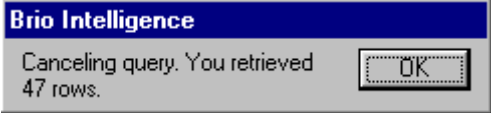
1. Use the Remarks function to get information about a table.
2. Interrupt a query
3. Sort a column of data in the Results window.
4. Save the Results WITH a query.
5. Limit the Results locally (not on data source).

Data Objectives

1. Eyeball the records in a table before you get started using the table.

COOKBOOK

<i>What You Do</i>	<i>Comments/Questions</i>
1. Start up the TRAINING Query	
2. Click on Tables and log on to the TRAINING database.	(train1, training, training)
3. Click, hold and drag the TDB_STUDENT_MAILING_LABELS table into the workspace.	You can make it bigger if you want to see it better.

4. Click <u>once</u> on the Title Bar of the TDB_STUDENT_MAILING_LABELS table.		To highlight the table title. If you by accident click twice, just click Cancel to exit from the Modify Topic box.
5. Right click on the Title Bar of the table, then left click Show Remarks .		Information about the table will be displayed. This is a good way to learn about what is in a table.
6. Click OK .		Remarks will disappear.
7. Make sure the Title Bar of the TDB_STUDENT_MAILING_LABELS table is still highlighted.		To highlight it, click once on the Title Bar.
8. Right click on the Title Bar, then left click on Add Selected Items .		All the data elements from the table will be added to the Request Line. This trick saves a lot of dragging!
9. Click Process , but right away, hold down the ALT and END keys together.		<p>See if you can interrupt the records before they all come back. Hold these keys down continuously, without letting up until you see</p>  <p>How many records did you stop it at? _____</p>
10. Click OK and use the scroll bars to eyeball the data.		What is the difference between the Phone Number and the Formatted Phone Number field? _____
11. Click the Query icon in the Sections frame		To return to the Query Window.

12. Click Process .	Let it run this time to get all 513 records.
13. In the Results section, click on the Sort Link (right side above Request Line).	This turns on the Sort Line.
14. Drag Last Name to the Sort Line .	You can take it from either the column or the Outliner box. The results will be sorted by last name.
15. Drag Directory Release Code in front of Last Name on the Sort Line . Double click on the triangle to the right of the code. Click Sort Now	Data will be sorted DECENDING by Directory Release Code first then by last name. How many students have Directory Release Codes of 2? _____?
16. Double click on the Directory Release Code column.	LOOKIE! A limit box opens.
17. Limit the Results locally to = 2 and click OK	Is it easier to see how many 2's there are now? Look at the status bar. (Answer: 67)
18. Click File , then click Save .	Give it a name that is meaningful to you.
19. Click File, Exit on the Menu Bar.	To exit from BrioQuery.

ON YOUR OWN

1. Create a new query to eyeball all the data in the TDB_UNDERGRADUATE_EXAM_SCORES table.

- 1) Look at Show Remarks for the table.

What type of exam scores are in this table? _____

- 2) After Processing find out:

How many total records are in this table? _____

(Answer: 205)

Who had the highest SAT Quantitative Exam Score. What is their Affiliate ID? _____

(Answer: 134647168)

3. When you are done eyeballing the data in the TDB_UNDERGRADUATE_EXAM_SCORES table, close the query without saving it.
4. Review the objectives covered on your crib sheet. Jot down a short note for each objective to remember how to do each task.