

Sample project

Project description

XYZ Distribution Center ships products of different suppliers to customers. Every day before closing the Distribution Center faxes the daily sale to the respective suppliers.

Database

Tables

1. Suppliers

Fields	Id	Name	Address	City	State	Zip	Fax	Contact
Data type	Counter	Text	Text	Text	Text	Text	Text	Text

1. Products

Fields	Id	Description	Price	Supplier Id	Commission
Data type	Counter	Text	Currency	Long	Single
Note				Refers to Id in Suppliers	Percentage

1. Customers

Fields	Id	Name	Address	City	State	Zip	Phone	Fax
Data type	Counter	Text	Text	Text	Text	Text	Text	Text

1. Sale

Fields	Id	Product Id	Qty	Order number
Data type	Counter	Long	Long	Long
Note	A unique transaction identifier			

1. Orders

Fields	Order number	Customer Id	Date
Data type	Counter	Long	Date
Note	A unique transaction identifier		

Queries

The queries created for the sample application are using the simplest approach. Internal queries might be imbedded in other queries, and the more efficient 'INNER JOIN ON' can be used instead of the links

1. Sold today

Purpose:

Internal query to extract the daily orders from the Orders table

Expression:

```
“SELECT [Sale ].[Product Id], [Sale ].[Qty], [Sale ].[Order number], [Orders ].[Customer Id],
[Orders ].[Date]
FROM [Sale ], [Orders ]
WHERE [Sale ].[Order number]=[Orders ].[Order number] AND Year([Date])=Year(Now) AND
Month([Date])=Month(Now) AND Day([Date])=Day(Now);”
```

2. Sold today (extended with customers)

Purpose:

Internal query to extend the ‘Sold today’ query with customer data

Expression:

```
“SELECT [Sold today].[Product Id], [Sold today].[Qty], [Sold today].[Order number], [Customers ].
[Name], [Customers ].[Address], [Customers ].[City], [Customers ].[State], [Customers ].[Zip],
[Customers ].[Phone], [Customers ].[Fax]
FROM [Sold today], [Customers ]
WHERE [Sold today].[Customer Id]=[Customers ].[Id] And [Sold today].[Customer
Id]=[Customers ].[Id];”
```

3. Sold today (extended with customers and products)

Purpose:

Internal query to extend the ‘Sold today (extended with customers)’ query with product data

Expression:

```
“SELECT [Sold today (extended with customers)].[Qty], [Sold today (extended with customers)].
[Order number], [Sold today (extended with customers)].[Name], [Sold today (extended with
customers)].[Address], [Sold today (extended with customers)].[City], [Sold today (extended with
customers)].[State], [Sold today (extended with customers)].[Zip], [Sold today (extended with
customers)].[Phone], [Sold today (extended with customers)].[Fax], [Products ].[Description],
[Products ].[Price], [Products ].[Supplier Id], [Products ].[Commission]
FROM [Sold today (extended with customers)], [Products ]
WHERE [Sold today (extended with customers)].[Product Id]=[Products ].[Id] And [Sold today
(extended with customers)].[Product Id]=[Products ].[Id];”
```

4. Table to fax

Purpose:

Creates a parameter query with the data that will be needed to merge into a table in the document. The ‘Supplier Id’ will be used as parameter. The query also calculates payments and formats them as currency and in addition combines all customer related information into one field.

Expression:

```
“PARAMETERS [Processed Supplier] Long;
SELECT [Description], [Qty], Format([Price]*[Qty], 'Currency') AS [Gross Sale],
Format([Price]*[Qty]*[Commission], 'Currency') AS [Sales Commission], Format([Price]*[Qty]*(1-
[Commission]), 'Currency') AS [Net Sale], [Name]+' '+[Address]+' '+[City]+' '+[State]+' '+[Zip] AS
Customer
FROM [Sold today (extended with customers and products)]
WHERE [Supplier Id]=[Processed Supplier];”
```

Output structure:

Fields	Description	Qty	Gross Sale	Sales Commission	Net Sale	Customer
Data type	Text	Long	Currency	Currency	Currency	Text

1. Fax to

Purpose:

Extracts the fax recipients data. Parameter query using the 'Supplier Id' as parameter.

Expression:

```

"PARAMETERS [Processed Supplier] Long;
SELECT DISTINCT [Sold today (extended with customers and products)].[Supplier Id], [Suppliers ].
[Name], [Suppliers ].[Address], [Suppliers ].[City], [Suppliers ].[State], [Suppliers ].[Zip], [Suppliers ].
[Fax], [Suppliers ].[Contact]
FROM [Sold today (extended with customers and products)], [Suppliers ]
WHERE [Sold today (extended with customers and products)].[Supplier Id]=[Suppliers ].[Id] And
[Supplier Id]=[Processed Supplier];"

```

Output structure:

Fields	Supplier Id	Name	Address	City	State	Zip	Fax	Contact
Data type	Long	Text	Text	Text	Text	Text	Text	Text

1. Products sold today

Purpose:

Internal query that creates a list of product identifiers from the today orders

Expression:

```

"SELECT DISTINCT [Sale ].[Product Id]
FROM [Orders ], [Sale ]
WHERE [Orders ].[Order number]=[Sale ].[Order number] And [Orders ].[Order number]=[Sale ].
[Order number];"

```

2. Suppliers today

Purpose:

Internal query that creates a list of Supplier identifiers from the products sold today

Expression:

```

"SELECT DISTINCT [Products ].[Supplier Id]
FROM [Products sold today], [Products ]
WHERE [Products sold today].[Product Id]=[Products ].[Id] And [Products sold today].[Product
Id]=[Products ].[Id];"

```

3. Data for body of document

Purpose:

It creates the data for the main body of the document.

Expression:

```

"SELECT [Suppliers today].[Supplier Id], [Suppliers ].[Name], [Suppliers ].[Address], [Suppliers ].
[City], [Suppliers ].[State], [Suppliers ].[Zip], [Suppliers ].[Contact]
FROM [Suppliers today], [Suppliers ]

```

WHERE [Suppliers today].[Supplier Id]=[Suppliers].[Id] And [Suppliers today].[Supplier Id]=[Suppliers].[Id];”

Output structure:

Fields	Supplier Id	Name	Address	City	State	Zip	Contact
Data type	Long	Text	Text	Text	Text	Text	Text

Data to merge

Usage	Table or query
Main body of the document	Data for body of the document
Inserted table	Table to fax

Document

The document template is named as “Sample.doc”. It contains three bookmarks:

- **Contact** where the name of the supplier’s contact person will be merged
- **Supplier** where name of the supplier will be merged
- **Report** where the table containing the today sale will be inserted

Recording the merge

1. Click the **AutoMerge** tool in Word’97
2. Click **Data Browser**
3. Select **System – Fax Setup** from the menu and set up the fax if you have not done it yet.
4. Click **File – Open** and find the **XYZ.mdb** database to open it
5. Open the **Orders** table
6. Modify the dates for the current date (otherwise no records will be shown)
7. Select **File – Table** and now open the **Suppliers** table
8. Modify the Fax numbers to real fax numbers to anybody you want to fax the samples to (if any).
9. Select File – Table and now open the **Data for body of document** query
10. Select **Word – Merge** to MSWord
11. Find and select the **Sample.doc** document when the dialog appears
12. Answer **Yes** when Database Browser Plus asks you if you wish to insert table
13. Select the bookmark **Report** as the place where the table will be inserted
14. Find and select **XYZ.mdb** as database source of the inserted table
15. Select **Table to fax** as datasource for the inserted table
16. Click on the **Supplier Id** field in the Parameter Query dialog that will appear, than drag the field and drop it to the **Processed Supplier** field and click **OK**
17. Database Browser Plus will ask you if you want to format this table. Answer Yes and select Grid 8 from the dialog.
18. Answer **No** when Database Browser Plus asks you if you wish to insert another table
19. Answer **Yes** when Database Browser Plus asks you if you want to place the fieldnames to the first row
20. Answer **Yes** when Database Browser Plus asks you if you want to calculate column totals
21. Now the merge will take place. Processing the first record Database Browser Plus will ask if displaying totals for numeric fields. Say **No** for the **Qty** field and **Yes** for others.
22. Database Browser Plus will ask you while processing the first record if you want to assign fax output. Answer Yes. Select **XYZ.mdb** as datasource with the **Fax to** query.
23. Click on the **Supplier Id** field in the Parameter Query dialog that will appear, than drag the field and drop it to the **Processed Supplier** field and click **OK**
24. Select **File – Exit** and terminate the Browser

25. Load MSWord'97 and click on the AutoMerge tool. The project you just added should appear on the list.