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Description automatically generated***

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**Activity**

Sort and Filter a Database

MODULE 14: Database Applications

This **activity** was written for the Florida Public School System DIGITAL INFORMATION TECHNOLOGY (8207310) course. Funded by the Cyber/IT Pathways Program, Cyber Florida, and the Florida Department of Education.

# Module 14: Database Applications

## Activity: Sort and Filter a Database

The student practices sorting and filtering a database using the pre-made Microsoft Access file and answers questions about the actions.

## Standards Assessed

* **07.01** Create different forms for inputting data into a database application.
* **07.02** Interpret queries for specialized reports using a database application.
* **07.03** Create and modify a database by importing data from other sources.
* **07.04** Create and manage database tables by hiding fields, importing data, adding total rows.

## Teacher Notes

Students will use a pre-made Microsoft Access file to sort and filter data.

File: NBA-Top10-Players2022-2023.accdb

## Estimated Student Completion Time

* 45 minutes x 2-3 classes to complete the activity

## Activity Rubric

Consider evaluating the student’s work based on measures of quality. For example, with a maximum of 4 Points Possible, the following could be applied to the activity:

* **1 Point Earned** = ***Needs Improvement*** (the student work did not meet more than 50% of the requirements and did not follow instructions)
* **2 Points Earned** = ***Developing*** (the student met between 50% and 75% of the requirements and generally followed the instructions)
* **3 Points Earned** = ***Sufficient*** (the student met between 75% and 90% of the requirements and clearly followed instructions)
* **4 Points Earned** = ***Above Average*** (the student met > 90% of the requirements and followed all instructions)

# Activity: Sort and Filter a Database

**Students Instructions**: Complete the following tasks using the database file **NBA-Top10-Players2022-2023.accdb**.

**Sorting**

1. Sort the table by Games Played in descending order.
   1. Which player is listed last (first and last name)?
2. Sort the table by Last Name in ascending order.
   1. Which player is listed fifth (first and last name)?
3. Sort the table by Place of Birth in ascending order.
   1. Which player is listed first (first and last name)?
   2. Where was he born?
4. Sort the table by First Name in ascending order.
   1. Which player is listed last (first and last name)?
5. Sort the table by Jersey Number in descending order.
   1. Which player is listed first (first and last name)?
   2. What is his Jersey Number?

**Filtering**

1. Create a filter to display all records for PG position players. Take a screen shot of the results and place it below.
2. Create a filter to display all records for Los Angelese Lakers Team players. Take a screen shot of the results and place it below.