

GRiDFILE Database Manager



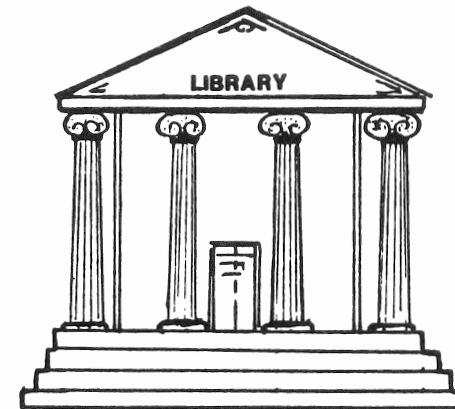
1. Overview

2. Retrieving Information

3. Adding and Deleting Information

GRiDFILE Database Manager

- A Database stores information
- You can retrieve any information quickly and easily.



Database Examples

ACCOUNTS

Name	Region	District	Salesperson	Last contact	

INVENTORY

part #	in stock	in progress	used in	

Employees Histories database

Name	Div	Dept	Mgr	\$ (Yr)	College	Deg	Mth	Hr	Yr	Hr
Bay, M	Comp	Mkt	Lucas	29000.00	UCLA	BA	5			78
Beck, B	Comp	Manuf	Gunn	39000.00	USC	BA	4			75
Belton, J	Sys	Eng	Sutter	26000.00	Hayward	BA	9			79
Blynn, J	Admin	Fin	Ross	28000.00	SCU	BA	1			80
Bold, L	Admin	Pers	Ross	30000.00	SJSU	BA	6			76
Charles, H	Comp	Eng	Ivy	31000.00	MIT	BA	8			79
Craig, J	Sys	Mkt	Sutter	40000.00	Berkeley	MS	5			77
Dham, C	Comp	Eng	Mazor	29000.00	UCLA	BA	1			80
Edwards, M	Admin	Pers	Ross	33000.00	SJSU	BA	5			79
Epps, R	Comp	Manuf	Gunn	33000.00	na	na	5			75
Goodman, M	Comp	Mkt	Lucas	30000.00	USC	BA	4			78
Goossen, P	Comp	Manuf	Gunn	27000.00	na	na	9			81
Grady, K	Sys	Mkt	Craig	35000.00	Berkeley	MA	8			81
Gunn, C	Comp	Manuf	Mazor	40000.00	Harvard	MS	3			76
Ivy, R	Comp	Eng	Mazor	42000.00	MIT	MA	5			77
Jenkins, T	Sys	Manuf	Sutter	38000.00	SJSU	BA	7			78
Jones, P			Ross	22000.00	MIT	BA	1			75
Katz				28000.00	USC	BA	3			79
					USC	BA	3			77

GRiDFILE Database Manager

1. Overview



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Retrieve "Employee Histories" Database

- 1 Select Subject "Workshop"
- 2 Select Title "Employee Histories"

A	B	C	D	E	F	G	H	I	
Name	Div	Dept	Mgr	\$ (Yr)	College	Deg	Mth Hr	Yr Hr	

- No information is displayed until you perform a query.

GRiDFILE Commands Menu

A	B	C	D	E
Name	Div	Dept	Mgr	\$ (Yr)
Report				
CODE-E Erase				
CODE-F Find				
CODE-I Insert				
CODE-O Options				
CODE-P Properties				
CODE-Q Quit				
CODE-T Transfer				
CODE-U Usage				
CODE-ESC Cancel				
Commands: Select item				
Version: 0.6.2 of GRiDFILE				



Press **CODE** **?** to display commands menu.

Find Command

A	B	C	D	E
Name	Div	Dept	Mgr	\$ (Yr)
Find: Type conditions				

- 1 Press **CODE** **F** to start Find Command
- 2 CONFIRM, (no conditions retrieves entire database)

Employee Histories

- query results with no conditions -

A	B	C	D	E				
Name	Div	Dept	Mgr	\$ (Yr)				
Bay, M	Comp	Mkt	Lucas	29000.00	UCLA	BA	5	78
Beck, B	Comp	Manuf	Gunn	39000.00	USC	BA	4	75
Belton, J	Sys	Eng	Sutter	26000.00	Hayward	BA	9	79
Blynn, J	Admin	Fin	Ross	28000.00	SCU	BA	1	80
Bold, L	Admin	Pers	Ross	30000.00	SJSU	BA	6	76
Charles, H	Comp	Eng	Ivy	31000.00	MIT	BA	8	79
Craig, J	Sys	Mkt	Sutter	40000.00	Berkeley	MS	5	77
Dham, C	Comp	Eng	Mazor	29000.00	UCLA	BA	1	80
Edwards, M	Admin	Pers	Ross	33000.00	SJSU	BA	5	79
Epps, R	Comp	Manuf	Gunn	33000.00	na	na	5	75
Goodman, M	Comp	Mkt	Lucas	30000.00	USC	BA	4	78
Goossen, P	Comp	Manuf	Gunn	27000.00	na	na	9	81
Grady, K	Sys	Mkt	Craig	35000.00	Berkeley	MA	8	81
Gunn, C	Comp	Manuf	Mazor	40000.00	Harvard	MS	3	76
Ivy, R	Comp	Eng	Mazor	42000.00	MIT	MA	5	77
Jenkins, T	Sys	Manuf	Sutter	38000.00	SJSU	BA	7	78
					MIT	BA	1	75
					USC	BA	3	79
Kendall, L	Comp	Mkt	Lucas	39000.00	USC	BA	3	77
Kolle, N	Sys	Eng	Sutter	35000.00	UCSC	MA	2	75
Lam, T	Admin	Mkt	Ross	35000.00	Berkeley	BA	5	78
Lewis, A	Admin	Fin	Ross	25000.00	Berkeley	BA	4	77
Lucas, J	Comp	Mkt	Mazor	35000.00	Berkeley	MS	3	77
Mazor, S	Comp	Eng	***	50000.00	Harvard	PhD	9	70
Mena, U	Sys	Manuf	Sutter	28000.00	Berkeley	BA	5	81

Find Command

- with query condition -

query condition



A	B	C	D	E
Name	Div	Dept	Mgr	\$ (Yr)
b="SYS".				
Find: Type conditions				

1 Press **CODE** **F**

2 Type query condition

3 CONFIRM

Query Results

B = "sys"

A	B	C	D	E
Name	Div	Dept	Mgr	\$ (Yr)
Stark, L	Sys	Mkt	Craig	33000.00
Sutter, A	Sys	Eng	***	50000.00
Craig, J	Sys	Mkt	Sutter	40000.00
Kolle, N	Sys	Eng	Sutter	35000.00
Rini, T	Sys	Mkt	Craig	34000.00
Jenkins, T	Sys	Manuf	Sutter	38000.00
Belton, J	Sys	Eng	Sutter	26000.00
Grady, K	Sys	Mkt	Craig	35000.00
Katz, J	Sys	Eng	Sutter	28000.00
Mena, U	Sys	Manuf	Sutter	28000.00
Smith, A	Sys	Eng	Sutter	40000.00
Rivers, M	Sys	Manuf	Sutter	27000.00
Ritter, J	Sys	Mkt	Craig	25000.00

Query Conditions

- Conditions can use letters or numbers

D = "Craig" E > 42000

- Many built-in operators are available

* / + - < > = ^ SQR COS ...

Examples:

A = B-C

B = 1.1 * F

D <> "C"

Multiple Query Conditions

- (logical AND) -

All conditions
must be met



A	B	C	D	E
Name	Div	Dept	Mgr	\$ (Yr)
b="sys"				
c="eng"				
e<40000				
Find: Type conditions				

1 Press **CODE** **F**

2 Press **↓** to enter multiple conditions.

Multiple Sets of Conditions

- (logical OR) -

A	B	C	D	E	F
Name	Div	Dept	Mgr	\$ (Yr)	College
b="sys" c="eng" e<40000			b="comp" c="mkt"		

Find: Type Conditions

1

Press

CODE **F**

2

Press

→

to enter multiple sets of conditions.

Exercise



Find the following:

1. Everyone who works for Lucas.
2. All the people who don't have a Ph.D. degree and who were hired in 1977 and 1978.



Find all of the above with one query.

Report Command

-sort query results -

1 Press **CODE** **?**

Report	
CODE-E	Erase
CODE-F	Find
CODE-I	Insert
CODE-O	Options
CODE-P	Properties
CODE-Q	Quit
CODE-T	Transfer
CODE-U	Usage
CODE-ESC	Cancel

Commands: Select item
Version: 0.6.2 of GRIDFILE

2 CONFIRM

3 Fill in form

Column	None
Sort on	<input type="text" value="A"/>
Sort order	Ascending

Report: Select item

4 CONFIRM

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Adding an entry

New entry



A	B	C	D	E
Name	Div	Dept	Mgr	\$ (Yr)
Sutter, A	Sys	Eng	***	50000.00
Kolle, N	Sys	Eng	Sutter	35000.00
Belton, J	Sys	Eng	Sutter	26000.00
Katz, J	Sys	Eng	Sutter	28000.00
Smith, A	Sys	Eng	Sutter	40000.00
Farel,				

- You can make a new entry or changes at any time.
- The database is automatically updated.

Deleting an Entry

A	B	C	D	E
Name	Div	Dept	Mgr	\$ (Yr)
Craig, J	Sys	Mkt	Sutter	40000.00
Kolle, N	Sys	Eng	Sutter	35000.00
Jenkins, J	Sys	Manuf	Sutter	38000.00
Belton, J	Sys	Eng	Sutter	26000.00
Katz, J	Sys	Eng	Sutter	28000.00
Mena, U	Sys	Manuf	Sutter	28000.00
Smith, A	Sys	Eng	Sutter	40000.00
Rivers, M	Sys	Manuf	Sutter	27000.00

Erase: Make a selection

- **CODE** **E** or **BACK SPACE** can erase any items currently displayed.
- The database is automatically updated.

Adding a Column

E	F	G	H	I	
\$ (Yr)	College	Deg	Mth Hr	Yr Hr	
29000.00	UCLA	BA	5	78	
39000.00	USC	BA	4	75	
26000.00	Hayward	BA	9	79	
28000.00	SCU	BA	1	80	
30000.00	SJSU	BA	6	76	
31000.00	MIT	BA	8	79	
40000.00	Berkeley	MS	5	77	
29000.00	UCLA	BA	1	80	
33000.00	SJSU	BA	5	79	
33000.00	na	na	5	75	
30000.00	USC	BA	4	78	
27000.00	na	na	9	81	
35000.00	Berkeley	MA	8	81	
40000.00	Harvard	MS	3	76	
42000.00	MIT	MA	5	77	
38000.00	SJSU	BA	7	78	

1

Move outline to rightmost column.

2

Press **CODE** **P** to add a new column and set its properties.

Properties Command

Column Name	<input type="text"/>
Column Width	Standard
Legal Values	Characters
Column Index?	No
Unique Entries?	No
Format	Standard
Alignment	Standard

Properties: Fill in form

3 Fill in Properties form

4 CONFIRM

Column Name	<input type="text" value="employee #"/>
Column Width	10
Legal Values	Numbers
Column Index?	Yes
Unique Entries?	Yes
Format	Integer
Alignment	Right

Add column: Confirm to add and clear query results

5 CONFIRM to add new column.

Transfer Command

A	B	C	D	E
Name	Div	Dept	Mgr	\$ (Yr)
<u>Exchange for another database</u> Include a file Write to a file Print query conditions Print these query results				
Transfer: Select item				



Press

CODE

T

to view the Transfer menu