

# Creating Local Databases

This module directs users in creating different types of databases for managing project data on personal workstations. Participants learn how to plan and create new databases and subsets of existing databases. Participants also learn how to design and create customized forms for data entry and display.

## Course Objectives

The participant will be able to:

- ◆ Understand data hierarchy and plan the database structure
- ◆ Create a new, empty database
- ◆ Create a subset of an existing database
- ◆ Modify an existing database by adding or changing fields
- ◆ Design and create forms suitable for data entry and display
- ◆ Enter new structure and data records
- ◆ Load data files and structure files from external sources

## Prerequisites

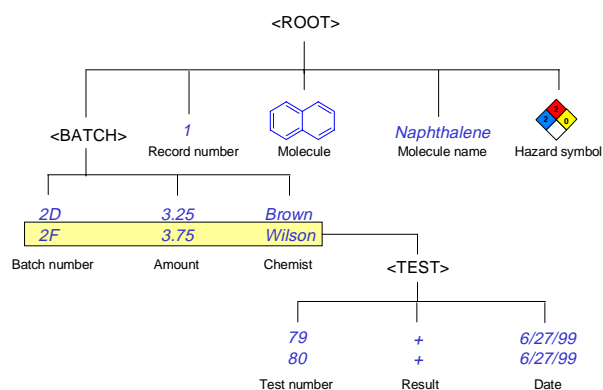
Molecule Searching or  
Searching Local Databases

## Course Length



1 day

## Examples from the Class

*Creating a hierarchical database to organize test data*



*Creating a form and using it to enter data into the database*

Structure 	Batch #	Amount	Chemist
	2F	3.75	Wilson
Name Naphthalene	Test #	Result	Date
ID 1	79	+	6/27/99
	80	+	6/27/99