











### Special Numeric Types

- Decimal( precision, scale )
  - precision total number of significant digits
  - scale number of decimal digits in the fraction part
  - E.g. 1234.56
- AutoNumber
  - Automatically incremented
  - Unique
- Currency

In MS Access, decimal and autonumber can not be used in SQL View.

### Other Field Types

- Date/time types
  - date, time, datetime
- Boolean types
  - bit, logical, yesno
  - Values are either 0 or -1
- Binary types
  - binary
  - longbinary, image

### **Insert Records**

 $\label{local_invariant} INSERT\ INTO\ table\ VALUES\ (\ value1,\ value2,\ ...\ ); \\ INSERT\ INTO\ table\ (field\ [,\ ...]\ )\ VALUES\ (\ value\ [,\ ...]\ ); \\$ 

Make sure the order of the values matches the order of the fields

# Insert Records from Another Table

INSERT INTO table select\_query;

INSERT INTO table ( field [, ...] ) select\_query,

Column compatibility

## Update and Delete Records

UPDATE table SET field=value [, ...] WHERE condition(s);

DELETE FROM table WHERE condition(s);

Be ware of where

### **Date Format**

- ♦Input format
  - 'mm/dd/yy' e.g. '12/01/04'
- Display format

SELECT date\_field, ...

SELECT FORMAT( date\_field, 'format\_string )

## Modify and Delete a Table

- Add a column
  - ALTER TABLE *table* ADD *column type*;
- Delete a column
  - ALTER TABLE *table* DROP *column*;
- ◆Change a column type
  - ALTER TABLE *table* ALTER COLUMN *column type*;
- Delete a table
  - DROP TABLE table;