Exercise 7  
Create CrossTabs

Suppose you want to create summary information for the Products. For example, the number of products ordered in a particular month or the value of inventory shipped for a particular product in a particular month, we use cross tabs to help us summarize the data as shown in the examples below.

Steps to create Cross Tab queries:

1. **Click the Create tab on the menu bar and select** *Query Design*

2. **Add** *Order* and *OrderDetails* Tables.

3. **Click** *Crosstab* on the Design Tab

4. **Try to construct the following query:**

   a. **Choose the fields:** “ProductNo”, “QtyOrder” & “Date”

   b. **For the “ProductNo” Column**
      
      | Field   | ProductNo |
      |---------|-----------|
      | Total   | Group By  |
      | CrossTab| Row Headings |

   c. **For the “QtyOrder” column**
      
      | Field   | QtyOrder |
      |---------|----------|
      | Total   | Sum      |
      | CrossTab| Value    |

   d. **For the “Date” column**
      
      | Field   | Date     |
      |---------|----------|
      | Total   | Group By |
      | CrossTab| Column Heading |
5. Execute your query by clicking

*You will see the sum of Products sold by ProductNo on the Dates of the transaction

**Another Option:**
If we want to summarize the “Subtotal” instead, we would change the query as follow:

a. For the “ProductNo” Column, no change

b. For the 2nd column
   - Field  Subtotal
   - Total  Sum
   - CrossTab  Value

c. For the “Date” column, no change

*You will see the sum of the subtotals of Products sold by ProductNo on the Dates of the transaction

**NOTE:** You can summarize using COUNT, AVG, MIN, MAX for the Totals row.

**MINI-EXERCISE**
I. Construct a Cross-Tabulation summary of CustomerID vs ProductNo and the total number of products the company ordered for that product in the month of January.

**Query Exercise**
I. List the company, the products and the total number of products the company ordered for that particular product.
II. List the company, the products, the total shipped for that product and the total valuation of all the products shipped. (Valuation = QtyShip * SellingPrice). In this query, be careful because a product may have been shipped three times, I only want the sum of all the shipments, not separate shipments information.