



THIRUTHANGAL NADAR COLLEGE

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Selavayal, Chennai-51.

A Self-Financing Co-educational College of Arts & Science

Affiliated to the University of Madras

Accredited with 'B' Grade by NAAC

An ISO 9001: 2015 Certified Institution

NAME OF THE DEPARTMENT: BCA (SHIFT-I)

SUBJECT : DBMS

TOPIC : FORMS AND REPORTS

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CONTENT

- Effective Design of Forms and Reports
- Form Layout
- Creating Forms
- Graphical objects
- Reports
- Procedural Languages
- Data on forms
- Programs to Retrieve and Save data
- Error Handling

Forms and Reports



- Forms and reports are an important part of the database application. Designer use them to create an integrated application, making it easier for user to perform their task. Decision maker and clerical workers use from and report on a daily basis. Normally forms were used as input and report were used to display result. Now a day forms are also used to display result.

Report are typically printed on paper, but they are increasingly begin created for direct display on the screen. Report can be used to format the data and present results from complex analysis. Forms and reports have several common features.

Uses of Forms

Basic use of forms are:

- o Collect data
- o Display query data
- o Display analysis and computation result
- o Switch board
- o Direct manipulation of object like Graphics

Human Factors Design



- User Control
 - Match user tasks.
 - Application responds to user control & events.
 - User customization
- Consistency
 - Layout, Design & colors
 - Actions
- Clarity
 - Organization
 - Purpose
 - Terminology
- Aesthetics
 - Art to enhance, graphics
 - Sound

Feedback

Methods

Visual

Text

Audio

Uses

Acceptance of input

Changes to data

Completion of tasks

Events / Activation

Forgiveness

Anticipation and correction of errors

Confirmation on delete and updates

Backup and recovery

Windows Interface



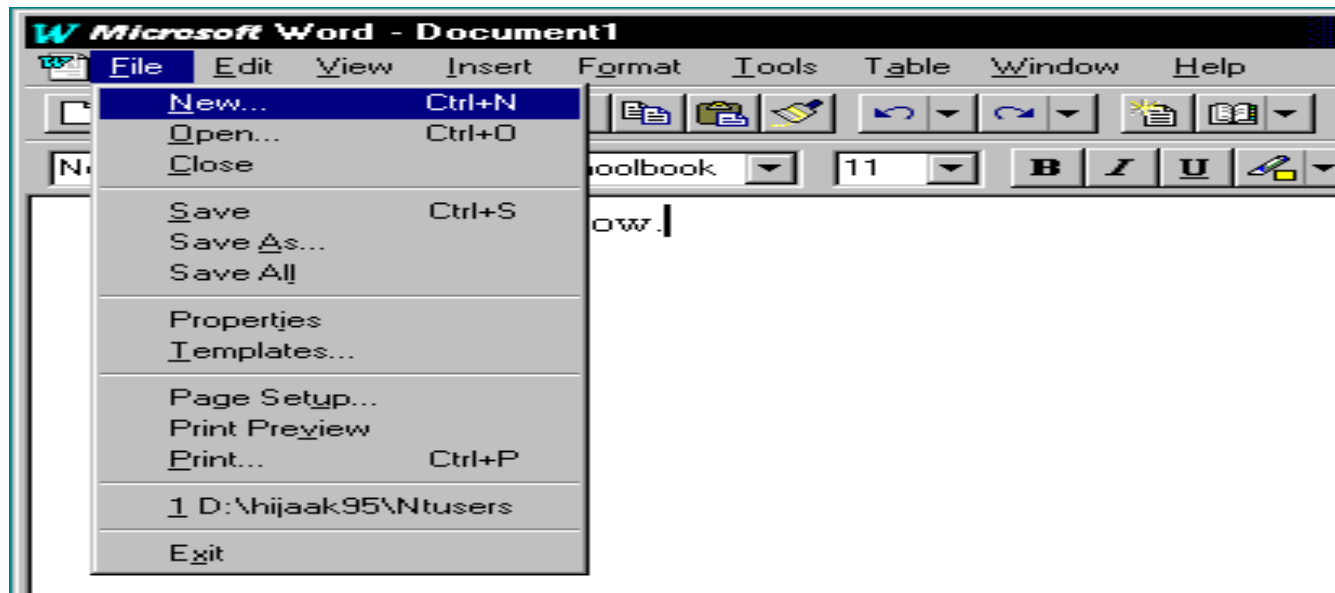
- Window components
 - Frame (sizing)
 - Title bar
 - Control-menu box
 - Buttons
 - Minimize
 - Maximize
 - Close
 - Scroll box (thumb)
 - Scroll bar



Windows menus



- Menus are an important feature of any application.
- Most common menu is a drop-down menu displayed at the top of the screen.
- Menu contains a list of actions, often grouped by related commands, divided by a separator line



Message Box

- Message Boxes
 - Title
 - Message
 - Simple buttons
 - Icons
 - Modal (required)



Form Layout



There are with basic types of form.

a. Tabular Forms:-

One of the simplest forms is the tabular forms, which displays the columns and rows from a table or query. It can be used as a sub form and is rarely used as a stand-alone form. Microsoft Access provides an even simpler version of form called a datasheet.

b. Single-Row or Columnar Forms:-

A single-row form displays data for one row at a time. The goal is to display every column. Its greatest feature is that the designer can display the data at any location on the form. It is useful for designing a form like a traditional paper form.

Form Layout



- c. Subform Forms:-

A subform is usually a datasheet (or tabular form) embedded on the main form. A subform generally shows a one-to-many relationship.

- d. Switchboard:-

It provides overall structure of an application. It directs the user to other form & report in the application. It often contains image and reflect the style of the company.

Example for tabular form



Animal1

animalID	Name	Category	Breed	YearBorn	Gender	Registered	Color	ListPrice
2		Fish	Angel	2004	Male		Black	\$12.00
4	Simon	Dog	Vizsla	2004	Male		Red Brown	\$174.06
5		Fish	Shark	2004	Female		Gray	\$22.00
6	Rosie	Cat	Oriental Shc	2004	Female	CFA	Gray	\$193.31
7	Eugene	Cat	Bombay	2004	Male	CFA	Black	\$279.54
8	Miranda	Dog	Norfolk Terr	2004	Female	AKC	Red	\$203.75
9		Fish	Guppy	2004	Male		Gold	\$2.00
10	Sherri	Dog	Siberian Hu	2004	Female	AKC	Black/Whit	\$166.79
11	Susan	Dog	Dalmation	2004	Female	AKC	Spotted	\$164.96
12	Leisha	Dog	Rottweiler	2004	Female	AKC	Brown	\$164.06
13		Fish	Tetra	2004	Male		Red	\$12.00
14	Tina	Cat	Sphynx	2004	Female	CFA	Gold	\$143.94
15	Bonita	Dog	Cocker Spa	2004	Female	AKC	Gold	\$284.85

Record: 2 of 191

Example for Single row form

A screenshot of a single-row form titled "Animal". The form contains the following fields:

AnimalID	4	Photo
Name	Simon	
Category	Dog	
Breed	Vizsla	
DateBorn	3/2/2004	
Gender	Male	
Registered		
Color	Red Brown	
ListPrice	\$174.06	
ImageFile	Images/A000002.jpg	

Record: 2 of 191

Example of Sub forms

Sale [+] [-] [Close]

SaleID: SaleDate:

Customer: Employee:

 City:

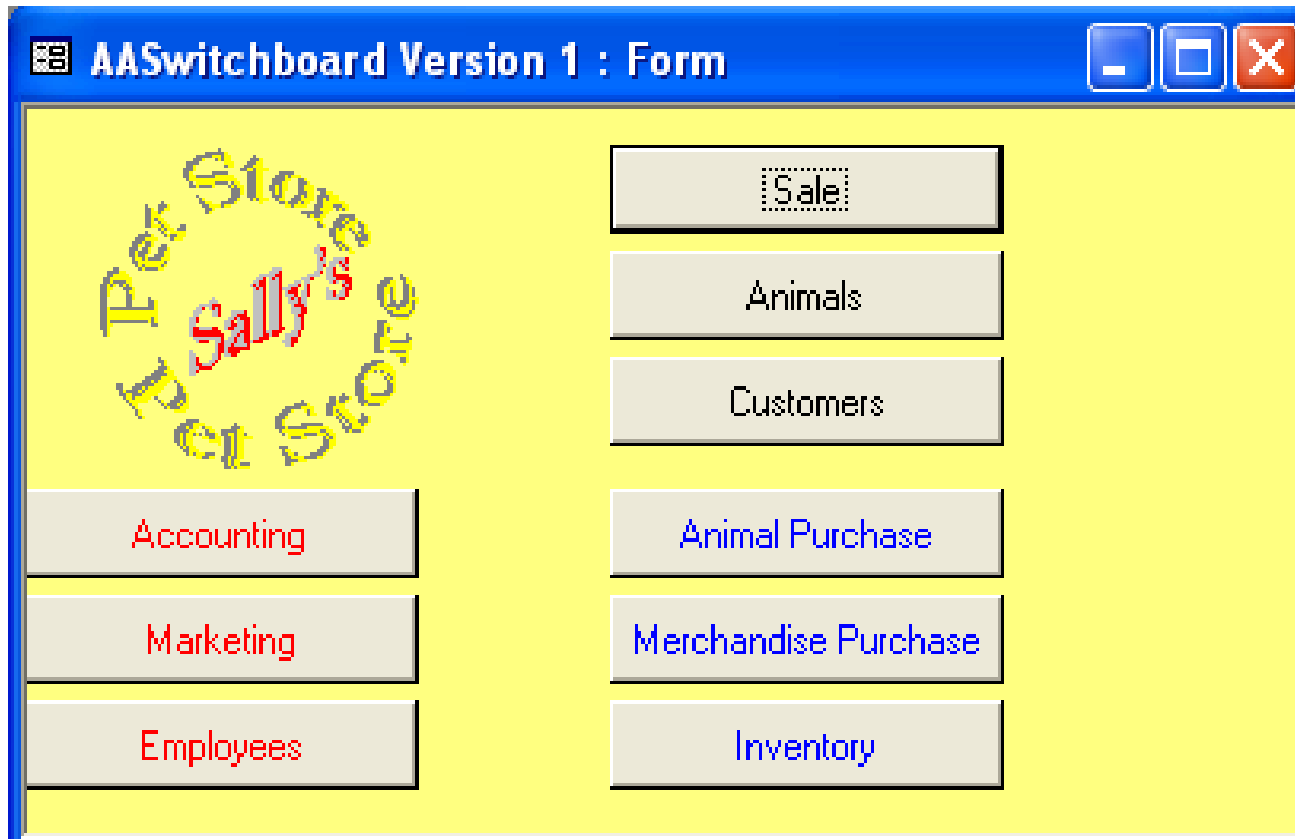
Animal

AnimalID	Name	Category	Breed	DateBorn	Gender	Register	Color	ListPrice	SalePrice
▶ 8	Miranda	Dog	Norfolk Terrier	5/4/2004	Fema	AKC	Red	\$203.75	\$183.38
*									

Record: of 1

Record: of 199 **Animal SubTotal**

Example of Switch board Form



AASwitchboard Version 1 : Form

Pet Store Sally's Pet Store

Accounting

Marketing

Employees

Sale

Animals

Customers

Animal Purchase

Merchandise Purchase

Inventory

Report

- Several issues are involved in designing reports as in the development of form, you and users need to determine the content and layout of reports. Issues in designing reports are:
 - a. Report usage and user need.
 - b. Report layout choice like tabular, subgroup, chart, etc.
 - c. Paper size
 - d. How often it is generated.
 - e. Event that triggers report.
 - f. How large is the report.
 - g. Colors
 - h. Security control, etc.

Types of Report



a. Tabular and level report

It is basically means printing column of data like output of query in tabular reports, data are presented in tabular forms .Example grade sheets of all students.

b. Group and subtotal Report

The most common types of report is based on groups and compute, subtotals common example may be printing receipt or a bills.

c. Graphs

Graphs on reports are similar to graphs on forms. Graphs gives comparison of different record. Example of graph may be pi-chart, bar-chart, etc.