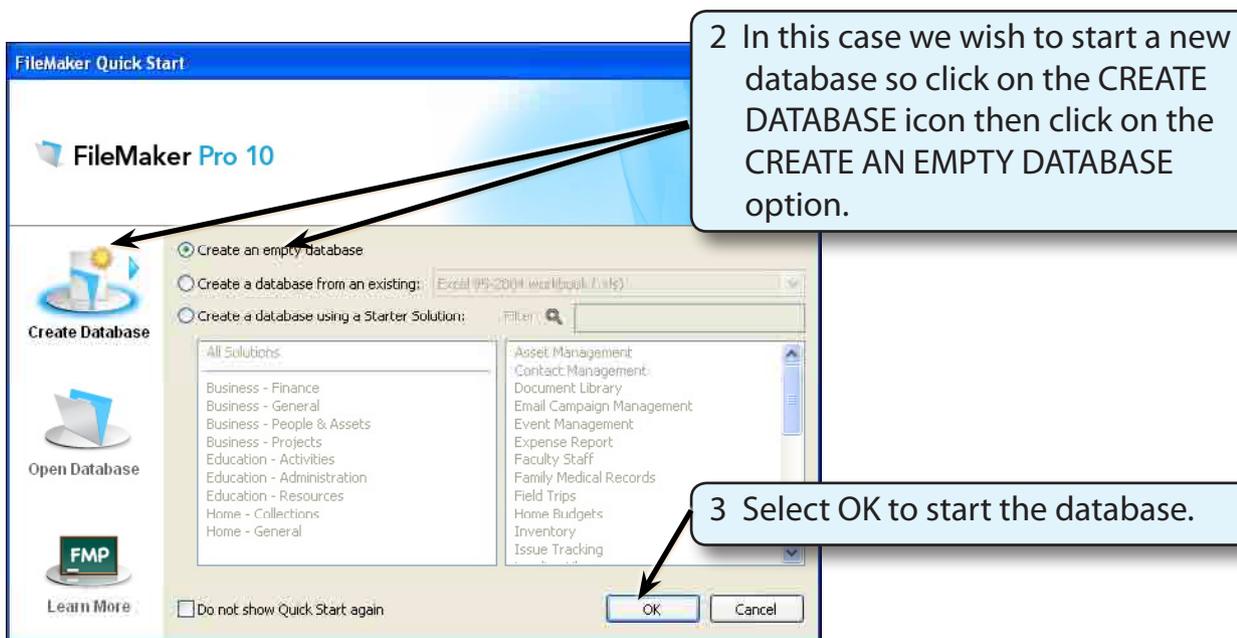


Creating a Database

To see how to create your own database, let's create a database about old actors.

Loading FileMaker Pro

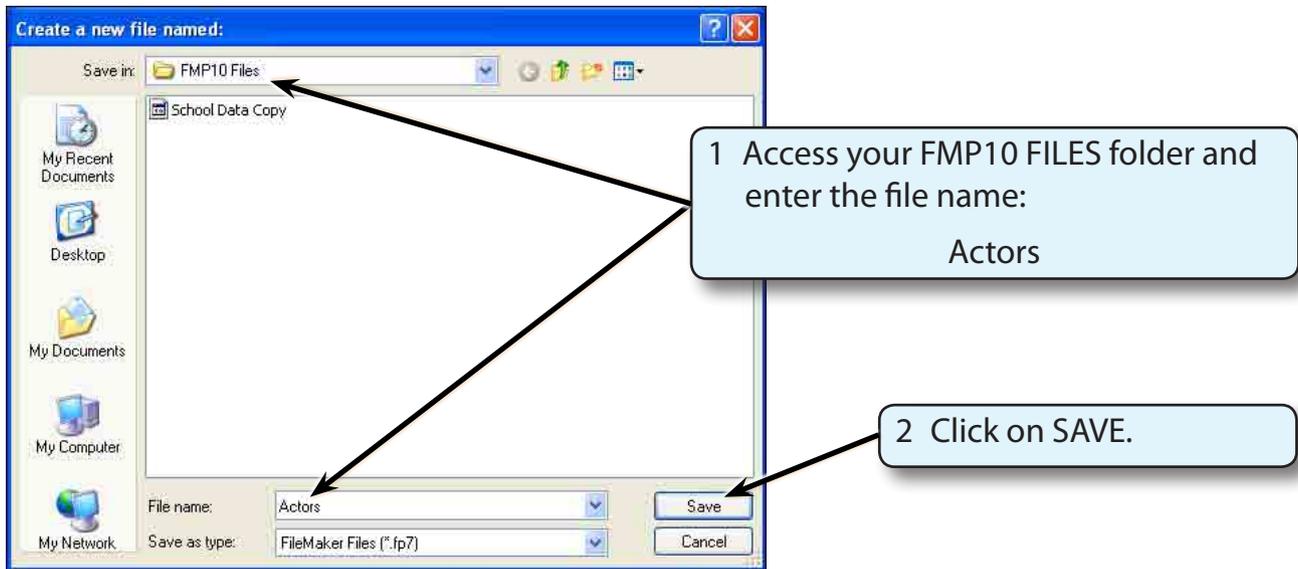
- 1 Load FileMaker Pro 10 or close the current file and display the FILE menu and select NEW DATABASE. You should receive the QUICK START dialogue box.



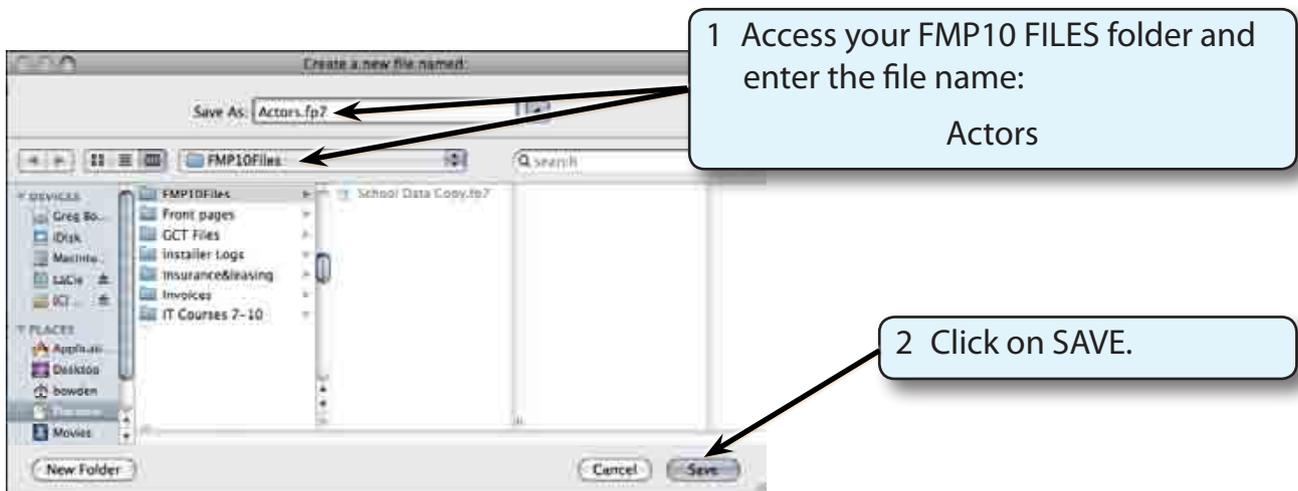
Saving the Database

FileMaker Pro automatically saves your work as you enter data so you will be asked to name and save the file before you start using it.

A For Windows Users



B For Macintosh Users

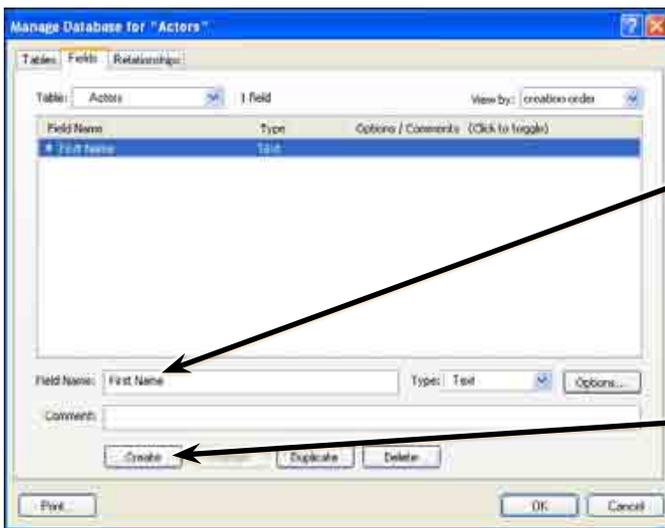


Creating a Database

The database about famous actors will record their First Name, Last Name, Real Name, Year of Birth, Country of Birth and the number of Academy Awards that they have won.

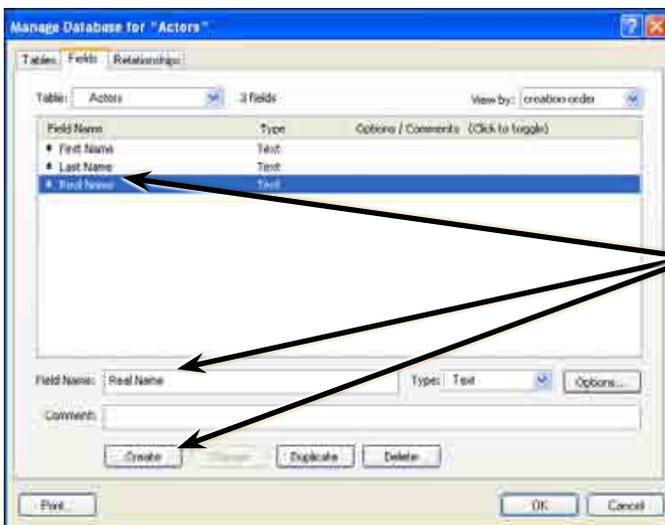
The first step in creating a database is to enter the FIELDS (the categories or sections into which the data is divided).

A Entering the Fields

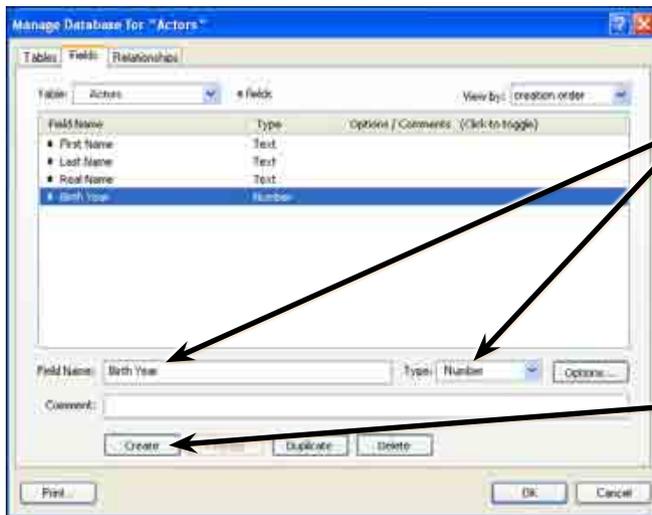


1 In the FIELD NAME box enter:
First Name

2 Click on the CREATE button. FIRST NAME will be placed in the FIELD LIST frame and its TYPE will be set to the TEXT.



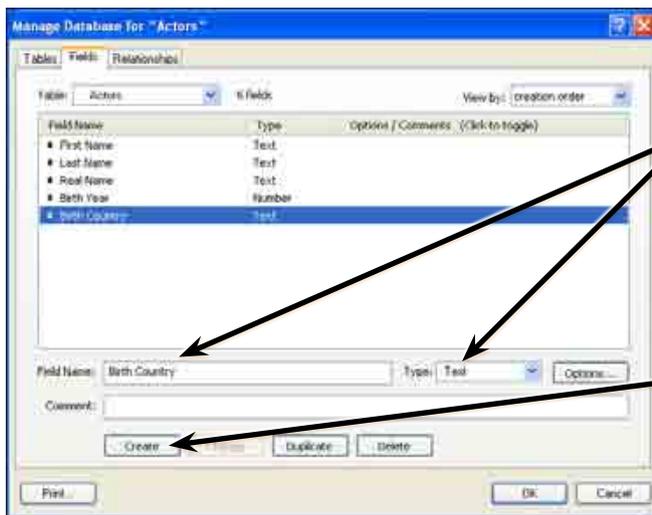
3 Enter LAST NAME and click on CREATE, then enter REAL NAME and click on CREATE. Both fields will be added to the FIELD LIST as TEXT fields.



4 Enter BIRTH YEAR and set the TYPE box to NUMBER.

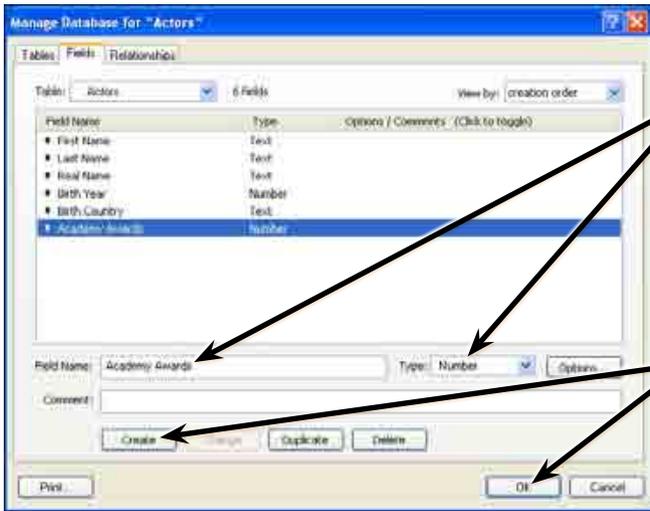
5 Click on the CREATE button to add the BIRTH YEAR field to the FIELD LIST frame as a NUMBER field.

NOTE: The BIRTH YEAR field will only allow numbers to be entered into it.



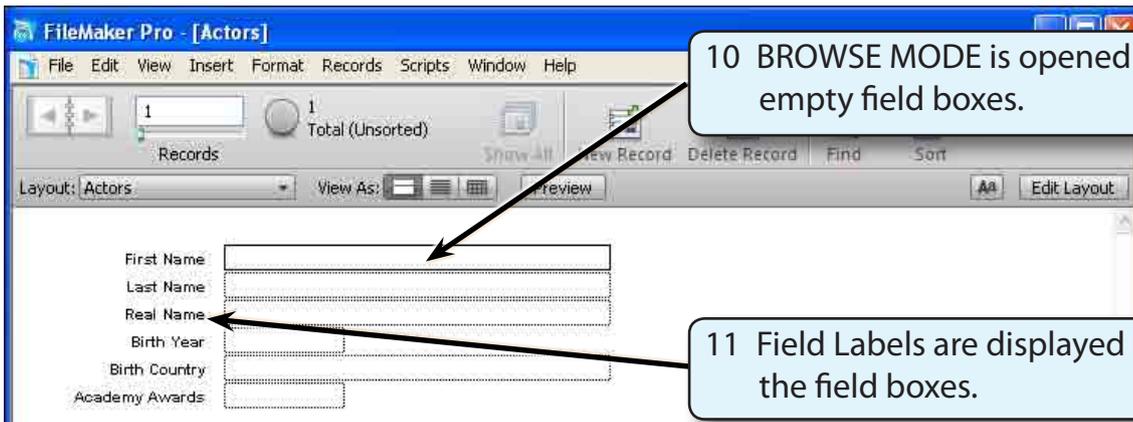
6 Enter BIRTH COUNTRY in the FIELD NAME box and set its TYPE box to TEXT.

7 Click on CREATE and the BIRTH COUNTRY text field is added to the Field List.



8 Enter ACADEMY AWARDS in the FIELD NAME box and set its TYPE box to NUMBER.

9 Click on CREATE to add the ACADEMY AWARDS number field to the FIELD LIST frame and click on OK to complete the fields.



10 BROWSE MODE is opened with empty field boxes.

11 Field Labels are displayed next to the field boxes.

NOTE: The BROWSE MODE screen allows data to be entered into the fields.