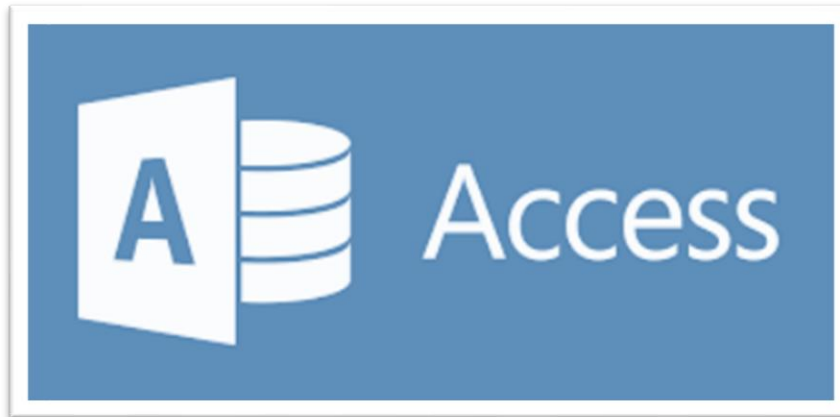


TITLE OF THE PROJECT
DATABASE MANAGEMENT SYSTEM
EMPLOYEE SALARY SHEET

**SUBMITTED FOR THE DEGREE OF B.COM GENERAL IN ACCOUNTING AND
FINANCE UNDER UNIVERSITY OF CALCUTTA**



SUBMITTED BY

NAME OF THE CANDIDATE :- ANIKET RAJAK

SUBJECT :- MS ACCESS SECTION :- B.COM (GENERAL)

CU REGISTRATION NO. :- 144-1112-1353-20

CU ROLL NO. :- 201144-22-0253

COLLEGE ROLL NO. :- B0042

SUPERVISED BY

NAME OF THE SUPERVISOR :- DEBASIS BISWAS

NAME OF THE COLLEGE :- BANGABASI MORNING COLLEGE

MONTH & YEAR OF SUBMISSION

MAY, 2023

SUPERVISOR'S CERTIFICATE

This is to certify that MR.ANIKET RAKAJ a student of B.Com GENERAL in Accounting & Finance of Bangabasi Morning College under University of Calcutta has worked under my supervision and guidance for the title E-FILING which he is submitting. Her Genuine and original work to the best of my knowledge.

Place : Kolkata

Signature: _____

Date:

Name: Debasis Biswas, Dipika Das

Name of College: Bangabasi Morning College

STUDENT DECLARATION

I hereby declare that this project E-FILING submitted by me for the partial fulfillment of the degree B.Com GENERAL in accounting and finance under University of Calcutta is my original work and has not been submitted earlier under any other University or institution for fulfillment the requirement of other course of study.

I also declared that no chapter of this manuscript or part has been incorporated in this report from any earlier work done by others or by me.

However, extracts of any literature which has been used for this report has been duly acknowledge providing details of search literature in this reference.

Place : Kolkata

Signature: _____

DATE :

:

NAME:-ANIKET RAJAK

COLLEGE:- BANGABASI MORNING COLLEGE

ADDRESS :- 25A DIXON LANE KOL-14

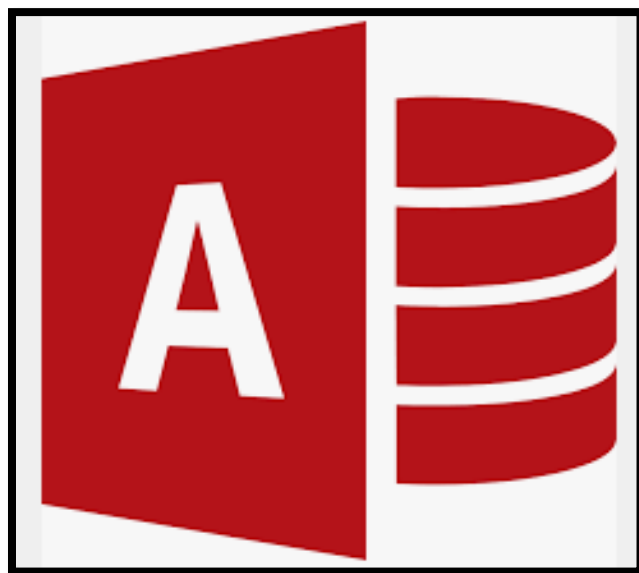
CU REISTRATION NO. :- 144-1112-1353-20

CU ROLL NO. :- 201144-22-0253

COLLEGE ROLL NO. :- B0042

INTRODUCTION

Microsoft Access is a well-known database management system produced by Microsoft and is part of the Microsoft 365 office suite. Microsoft Access combines Microsoft's relational Jet Database Engine with software development tools and a graphic user interface (GUI).



ADVANTAGES OF MS ACCESS

- **Widely Popular**
- **Easy to Install and Use**
- **Easy to Integrate**
- **Large Amounts of Data**
- **Compatibility with SQL**
- **Easy to Share Data**

DISADVANTAGES OF MS ACCESS

- **Triggers and Advanced functions**
- **Finite Database System**
- **Data Stored in Single File**
- **Fee-based and only available for Windows**
- **Upgrades**
- **Speed**

FEATURES OF MS ACCESS

- **Importing data from Excel or other databases.**
- **Creating forms for data entry or viewing.**
- **Designing and running data retrieval queries.**
- **Designing reports to be either printed or turned into a PDF.**
- **Allowing users to interact with Access via SQL.**



Create Ms Access Database Software to Prepare Salary in Your Company

I'll give you the brief instruction to create a Payroll system using MS access for generate monthly salaries and print salary slips easily with this. You can print pay sheets for individual employers and salary details also. No need to install special software, no need special Skill but you need Ms Access in your computer. This way you can keep each month salary details records under database and can edit or review later.

Instructions

Step 1: Create Main Basic Table

- Open Ms Access.
- Go to main menu & create table as mention with picture.
- Add following details or your details what you pay to your staff monthly. (Image in Fig.1&2)

Create Ms Access Database Software to Prepare Salary in Your Company:

Fig.1

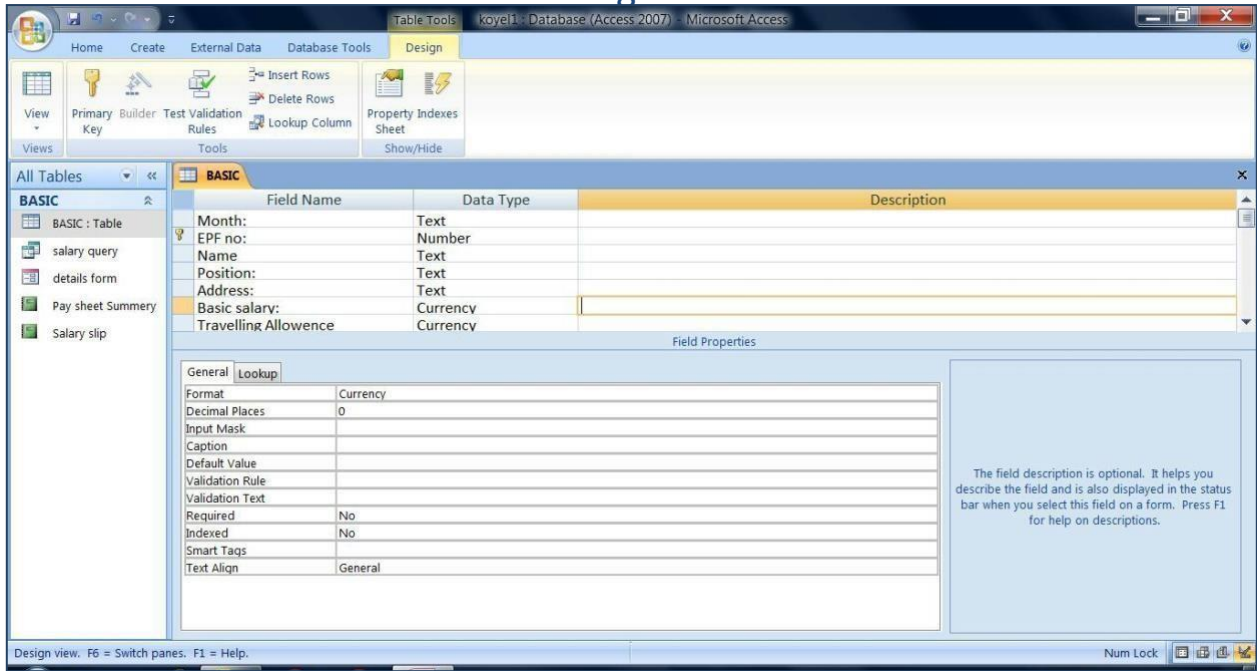
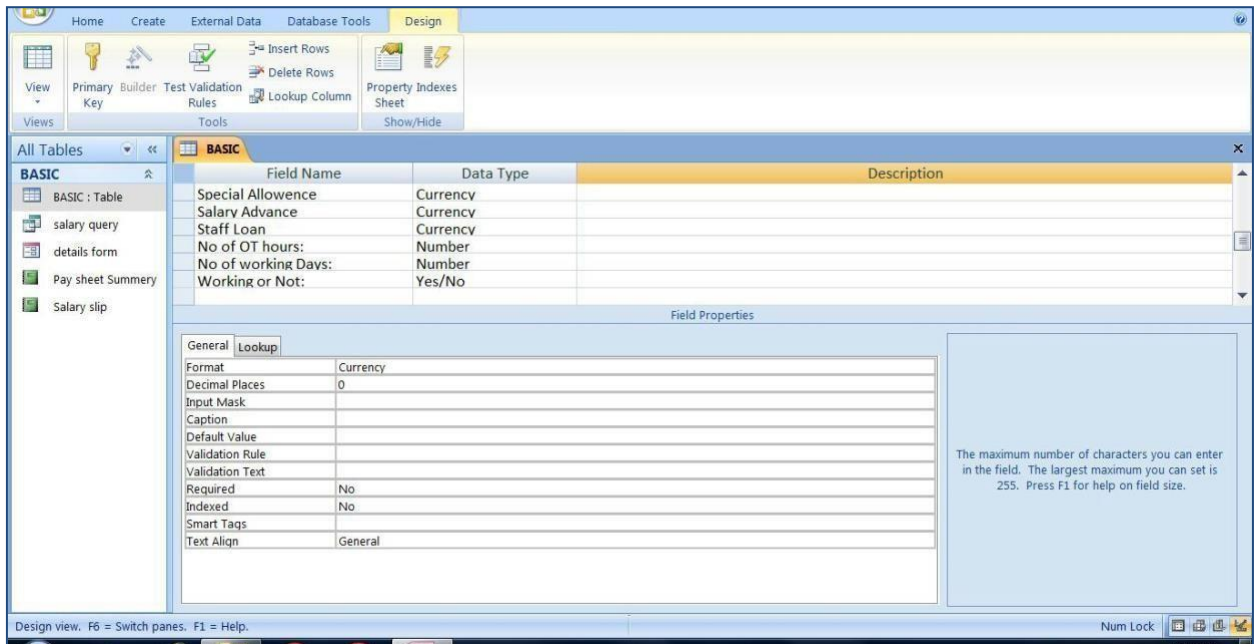


Fig.2



Step 2: Create Query for Basic Main Table

- Create a Query for basic main data table. (Image in Fig.3)

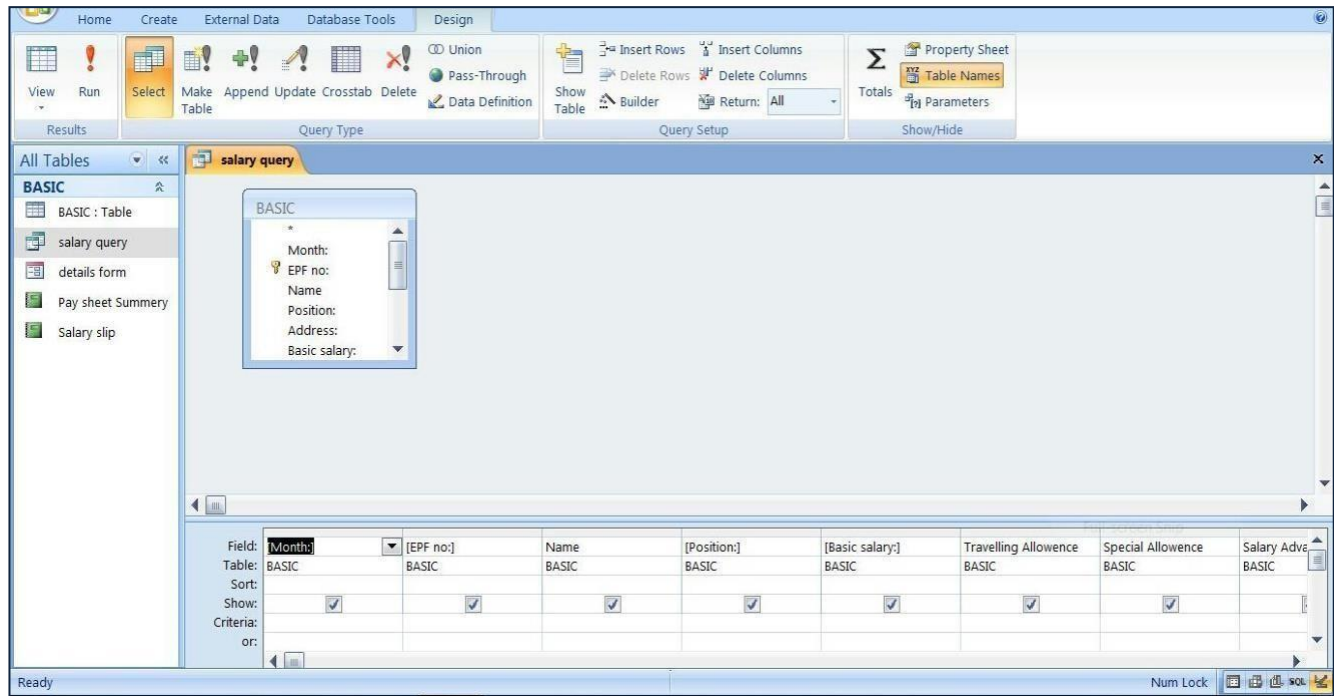
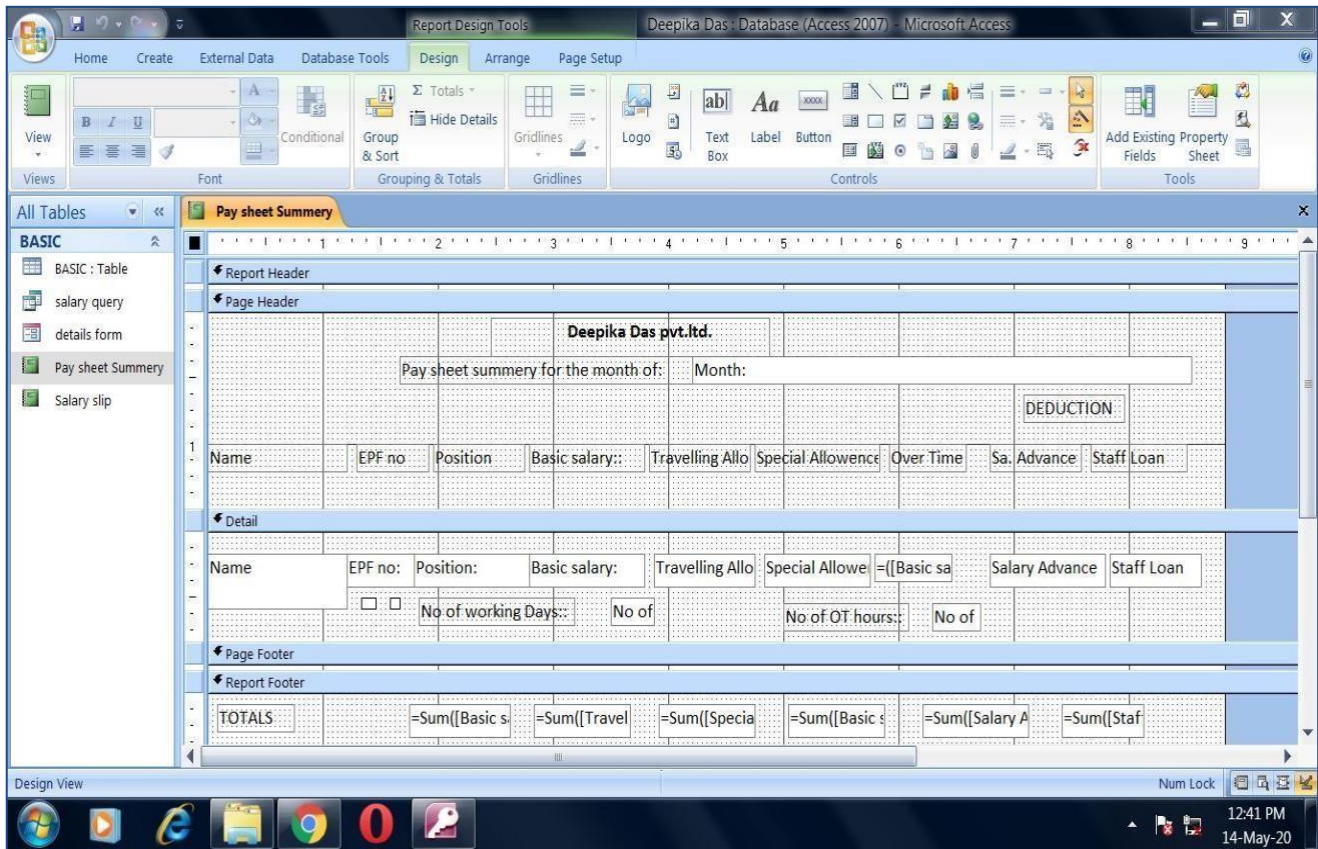


Fig.3

Step 3: Create Pay Sheet Details

- Create a report base on monthly transaction for pay sheet.
- insert formula for auto calculate OT / No pay/ and net salary
- follow the image below
(Image in Fig.4)



Step 4: Create a Salary Slip

- Create a salary Slip how you want to give to your staff as below.
- Each and every details what you want to show in your staff salary slip. (Image in Fig.5&6)

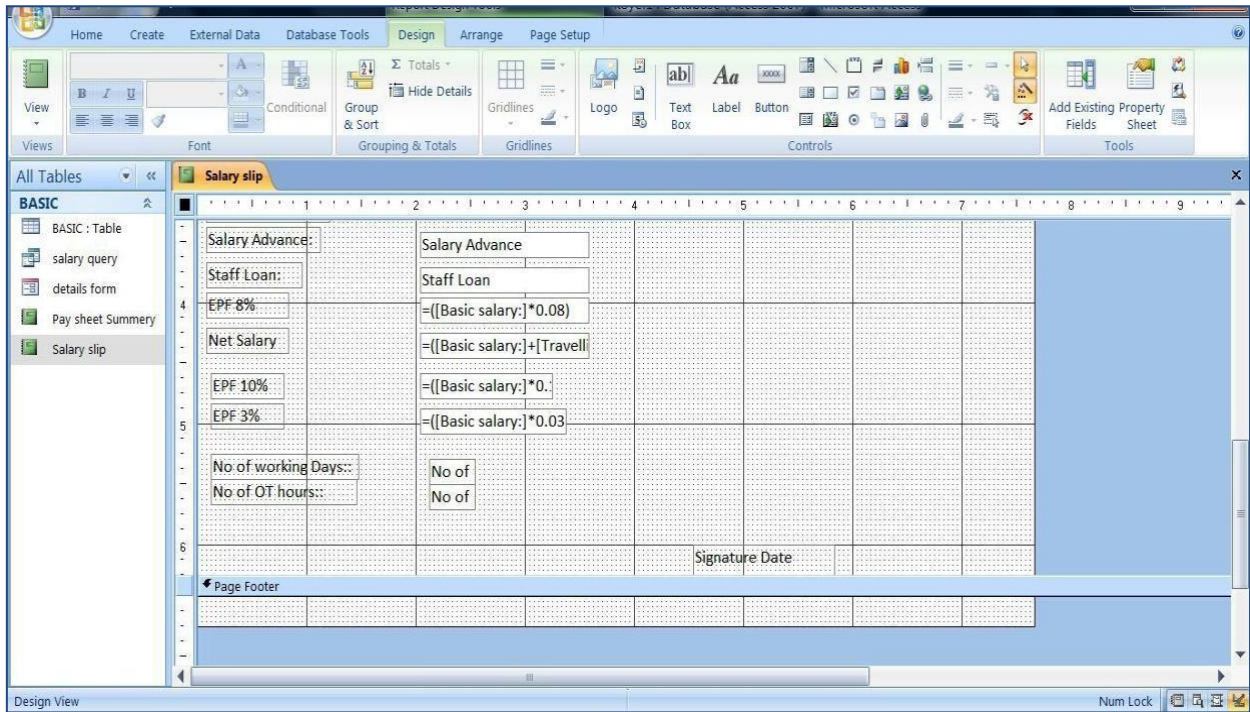


Fig.5

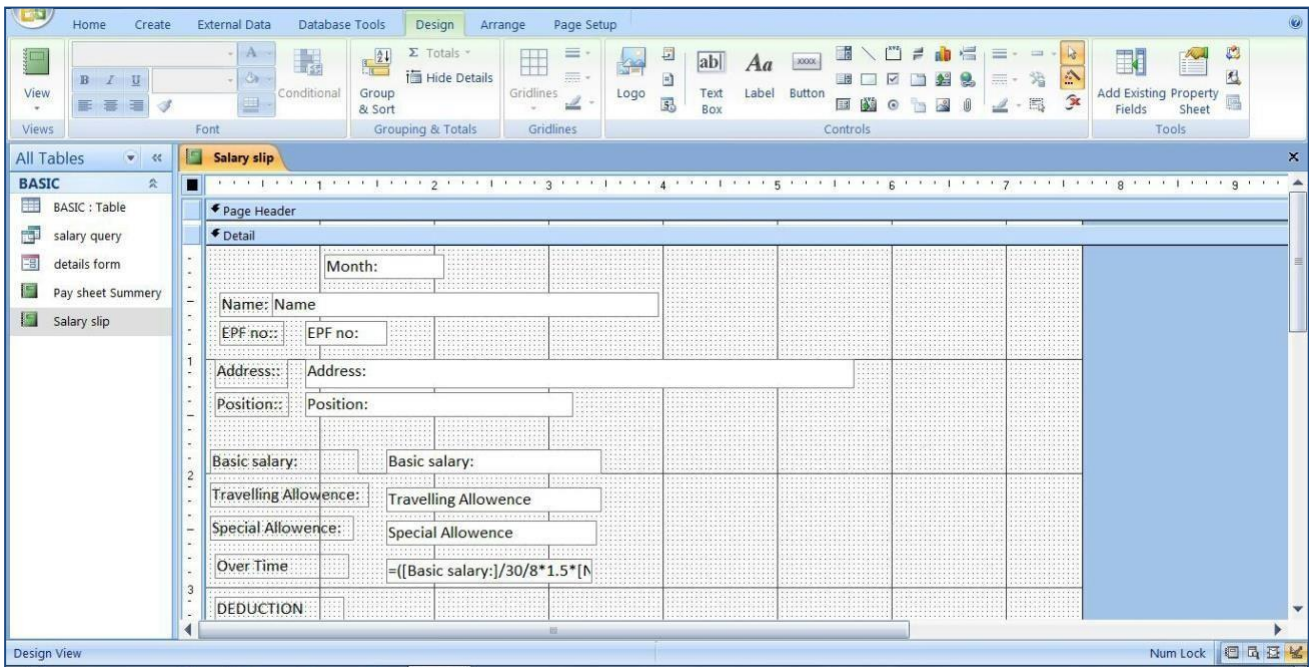


Fig.6

Step 5: Create a Form to Enter Data

- Now create a form to enter data to your program.
- Base on your table crate a form to enter data very easily.

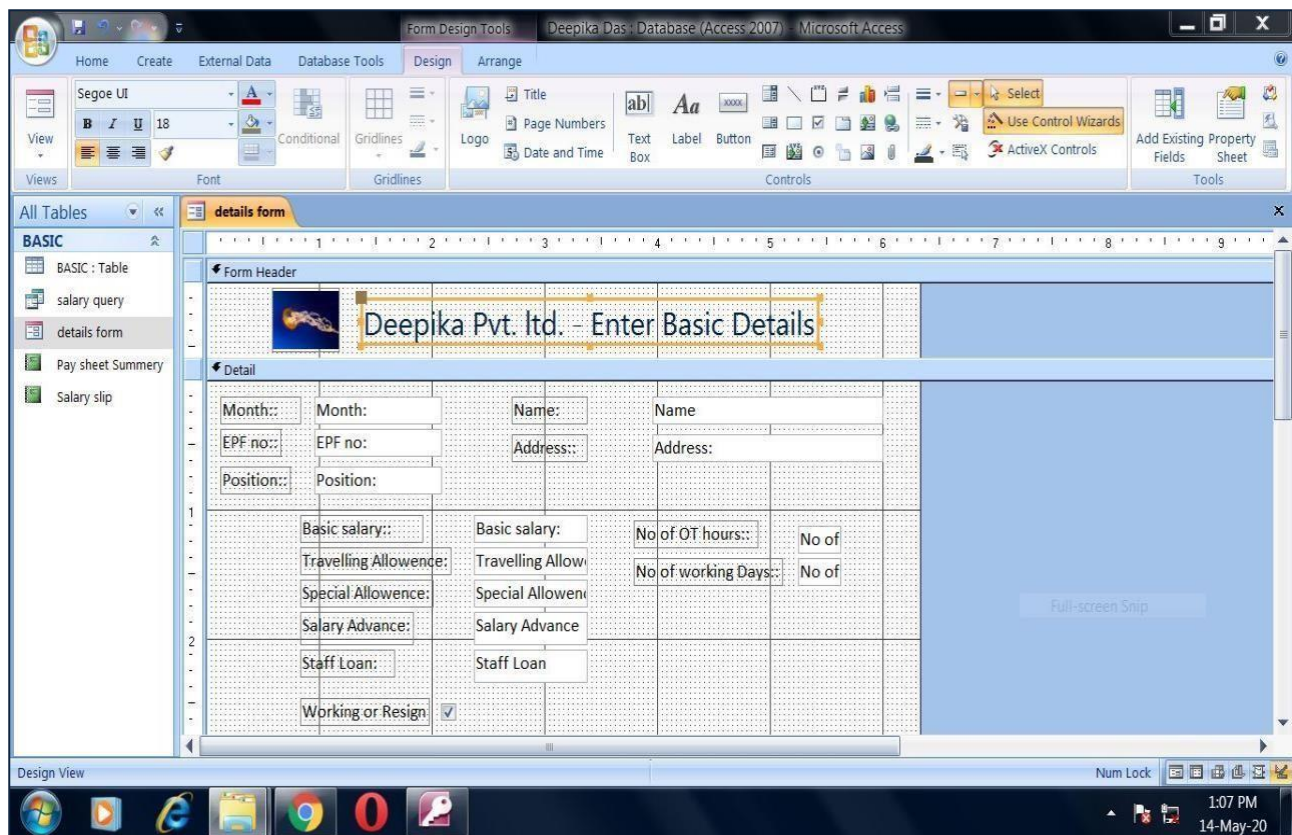
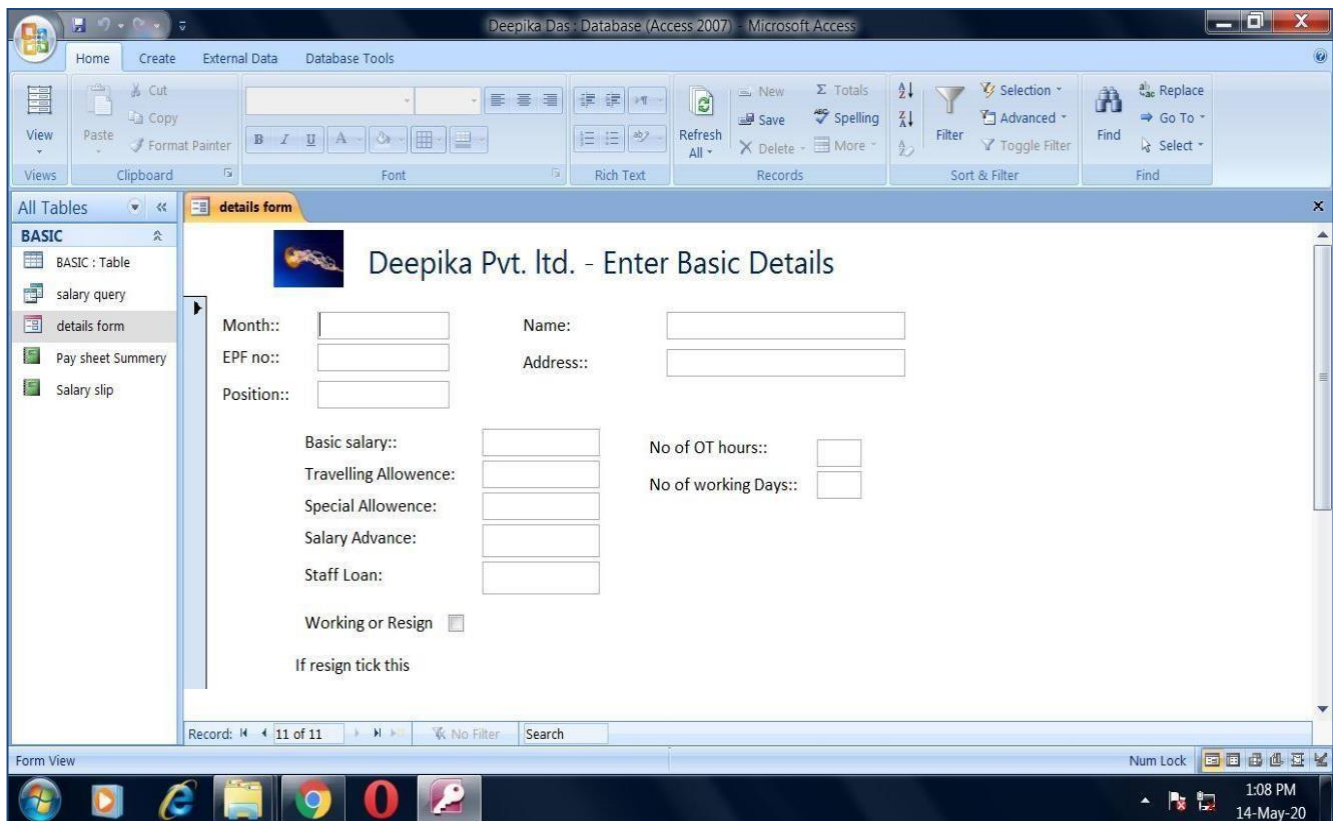


Fig.7

Step 6: Enter Staff Details

- Now you are already finish your program.
- Enter staff details.



The screenshot displays the Microsoft Access interface for a database named 'Deepika Das - Database (Access 2007)'. The 'Home' ribbon is active, and the 'details form' is open. The form is titled 'Deepika Pvt. Ltd. - Enter Basic Details' and contains the following fields:

- Month::
- Name:
- EPF no.:
- Address::
- Position::
- Basic salary::
- No of OT hours::
- Travelling Allowance:
- No of working Days::
- Special Allowance:
- Salary Advance:
- Staff Loan:
- Working or Resign
- If resign tick this

The status bar at the bottom indicates 'Record: 11 of 11' and 'No Filter'. The Windows taskbar at the bottom shows the time as 1:08 PM on 14-May-20.

Fig.8

THANK YOU

Using MS Access to Create a Database

- ❖ In this assignment, you are required to create a database – dbStudentCourse. In this database, you should do the following work:
 - ✚ Create three tables: tblStudent, tblCourse, and tblStudentCourse,
 - ✚ Build the relationship between tblStudent and tblCourse,
 - ✚ Create a query, and
 - ✚ Generate a report based on the query results.

- ❖ You can follow the following procedures to accomplish your Project work. You will have to submit your work in email will not accept Access databases due to security risk.

➤ Database Design

- ✚ This database contains three tables: tblStudent, tblCourse, and tblStudentCourse.
tblStudent(StudentID, Sname, GPA)
- ✚ tblCourse(CourseID, CourseTitle, CreditHour, Description)
- ✚ tblStudentCourse(StudentID, CourseID, DateTaken, Status)

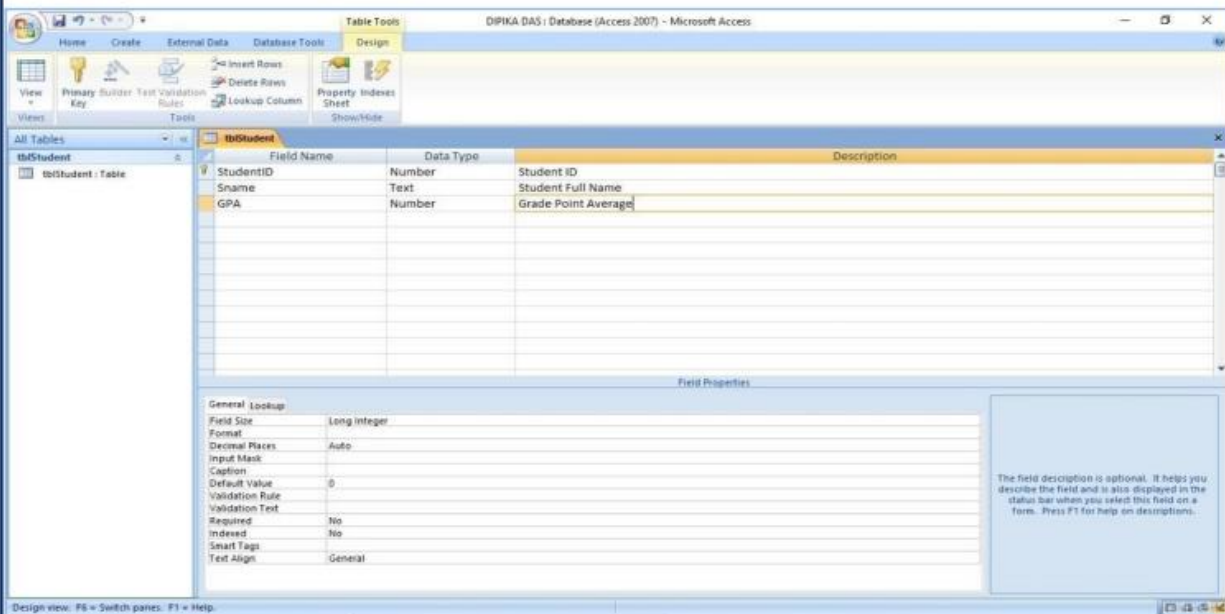


Figure 1. The frame of tblStudent

Using MS Access to Create a Database

- ✦ Open Microsoft Access 2013, and click “Blank Database”. You need to name your database as “dbStudent.accdb” and save it into a location that you will remember. Click “Create”.
- ✦ In the database, you will see “Table1”, which is the default name created by Access. The datasheet view of “Table1” is on the right hand side of the database. Right click “Table1” on the top of the datasheet view and choose “Design View”. In the pop up window, rename the table as “tblStudent”.
- ✦ Input the field name and choose the data type as shown in Figure 1 above.
- ✦ Set the first field “StudentID” as the “primary key” by right clicking the very beginning of the first row. Now, the design of the table “tblStudent” is completed.
- ✦ To create other two tables “tblCourse” and “tblStudentCourse”, go to the top menu and click
- ✦ “Create” and then “Table”, you will see a new table named “Table1”. Repeat the procedures of b) and input the field names and data types as indicated in Figure 2 and 3.
- ✦ Save your work by close all Table item windows
- ✦ Input the data as indicated in Figure 4a, 4b, and 4c.

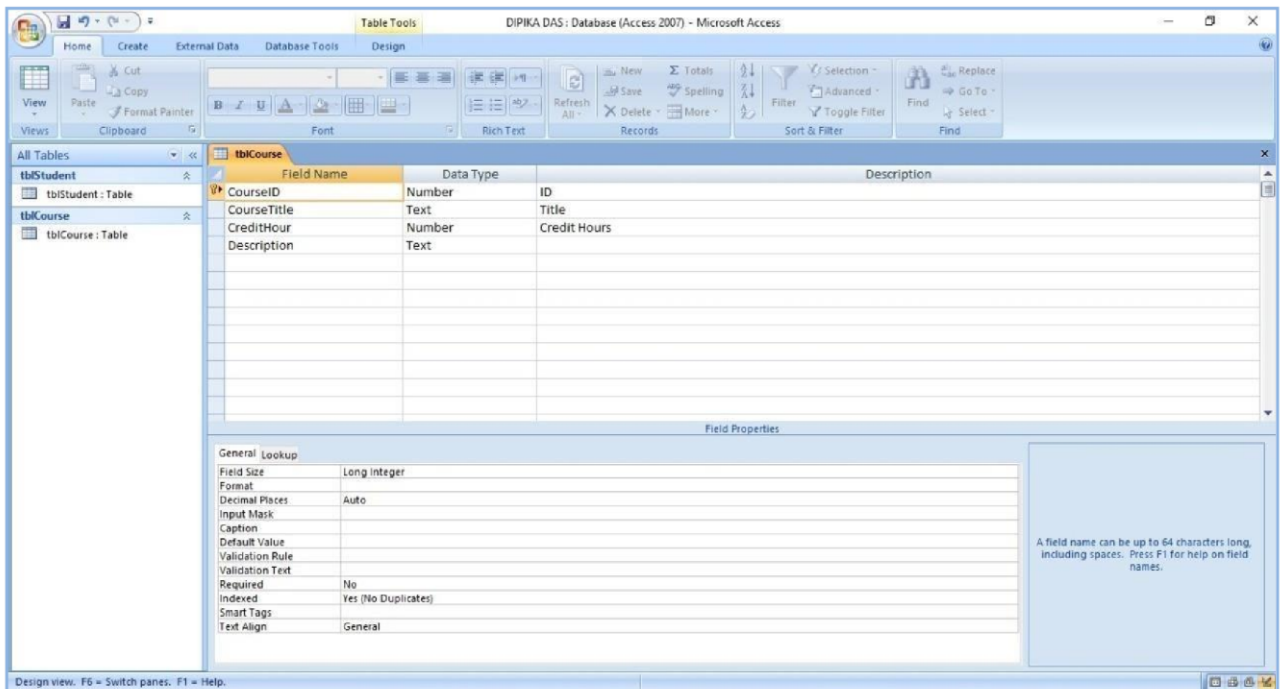
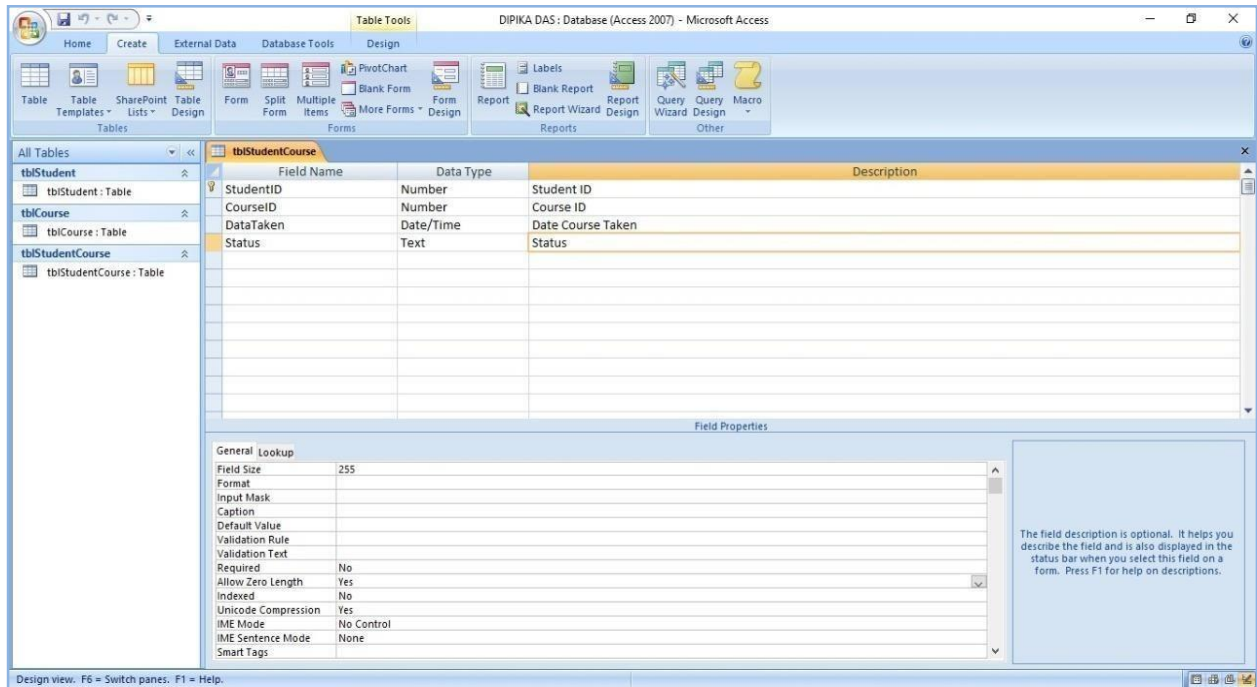


Figure 2. The frame of tblCourse

Using MS Access to Create a Database



The frame of TblStudent Course

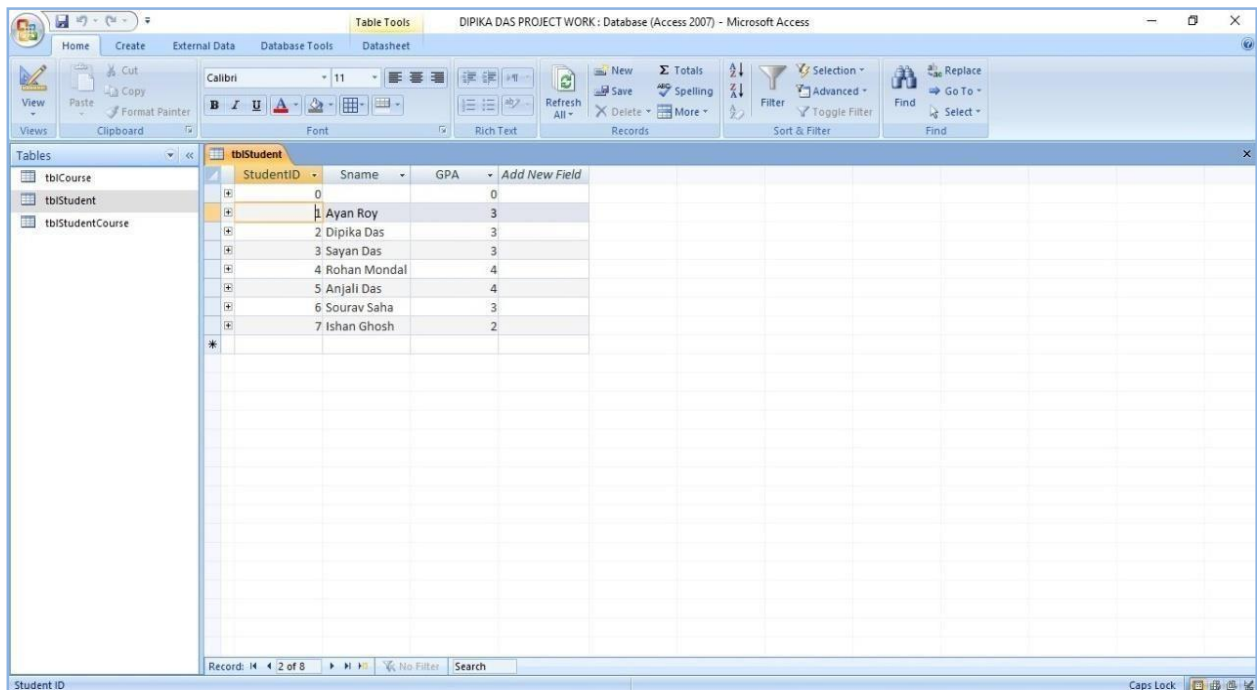
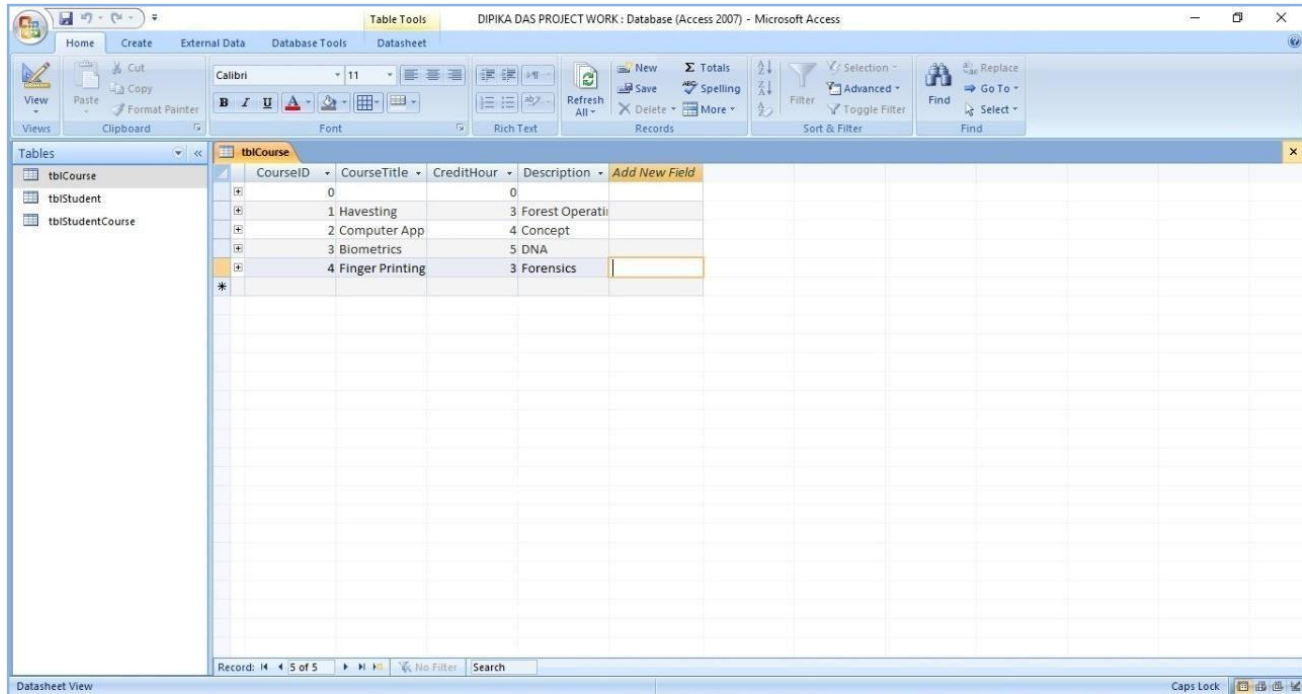


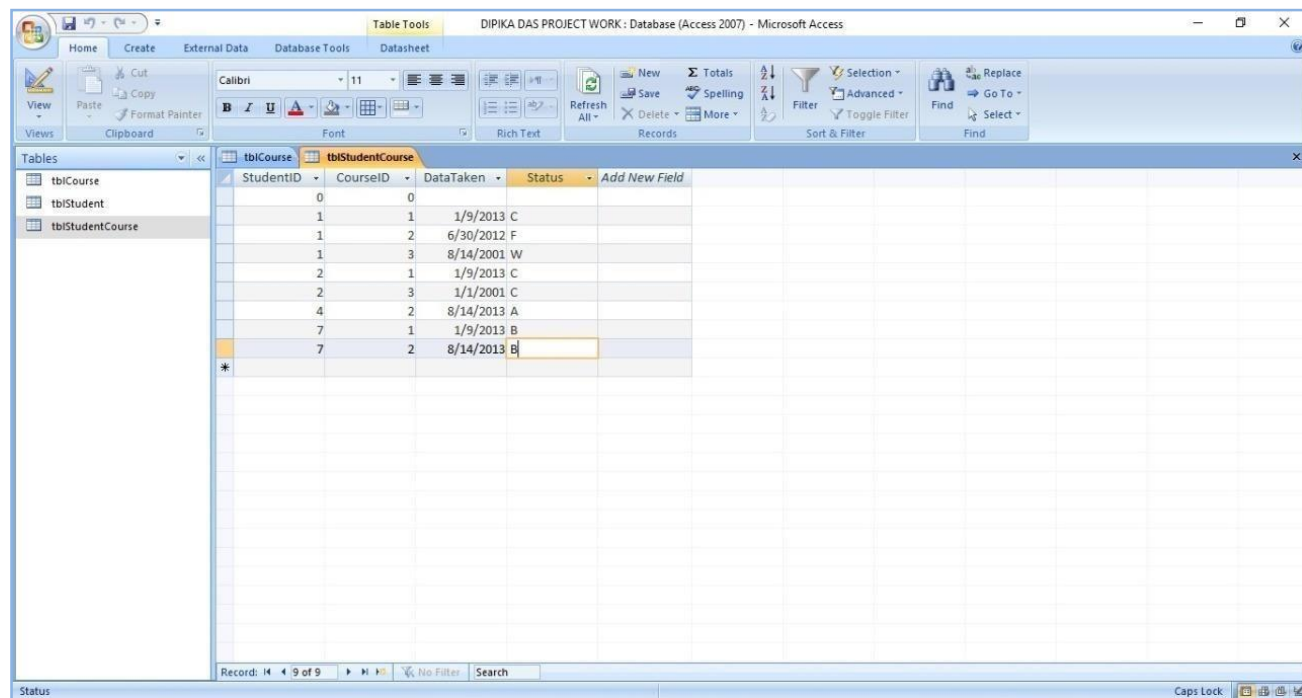
Figure3.

Using MS Access to Create a Database



4b

Figure



4c

Figure

✦ Build relationship for Student and course database

- ✦ Click Database Tools -> Relationships... from the Tool menu, you will see a dialogue box.
- ✦ Select all the tables and hit the button "Add". Simply drag CourseID from

Using MS Access to Create a Database

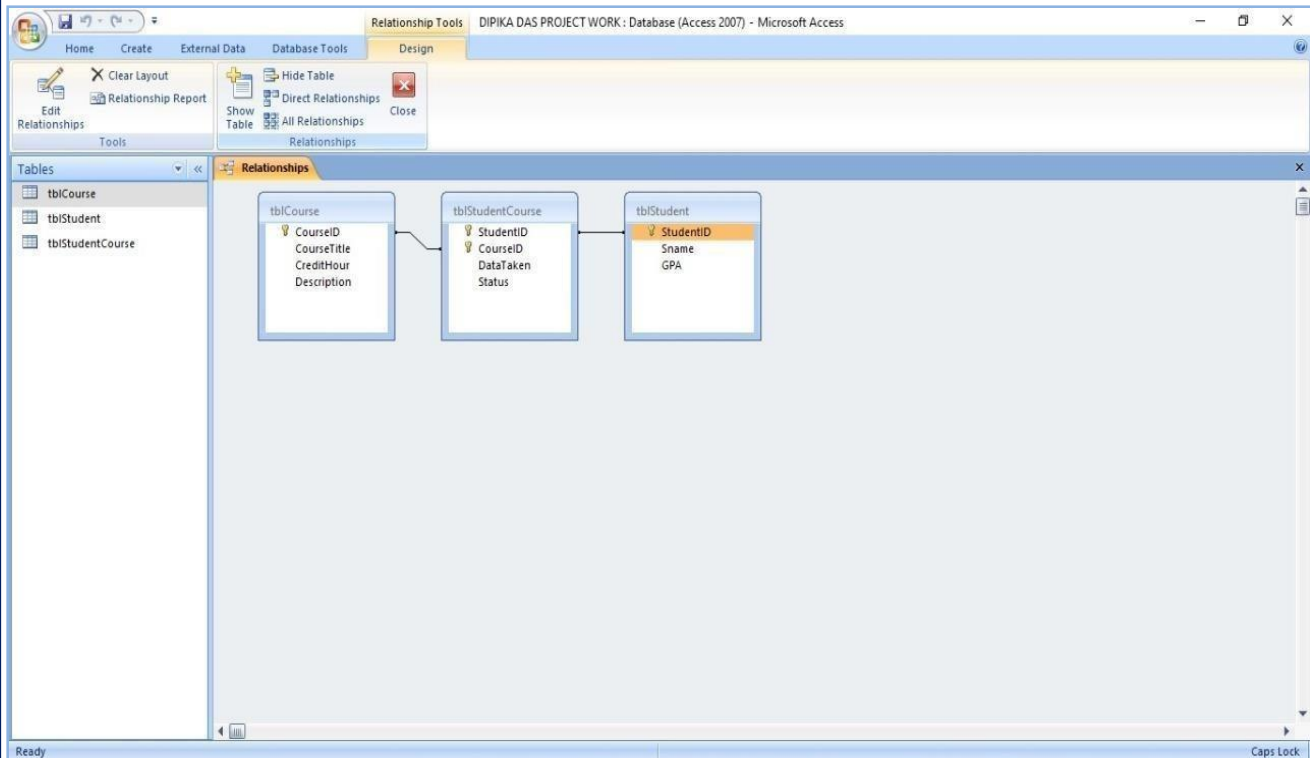


Figure 5

- ✚ **tblCourse** to **tblStudentCourse** and **StudentID** from **tblStudent** to **tblStudentCourse**.
- ✚ **The relationships among the tables are built (Figure 5).**

Using MS Access to Create a Database

✦ Query Tables

○ Query Manually

- ✦ Click “Create” menu, you will see several options to create a query. We will use “Query design”. When the “Show Table” box is popped up, add all the tables.
- ✦ Drag the data fields you need from tables to the query layout area where the tables are shown. Click “Run”, you will get a query table. In your assignment, you list StudentID, SName, GPA, and CourseTitle; and name your query as qryStudentCourse.

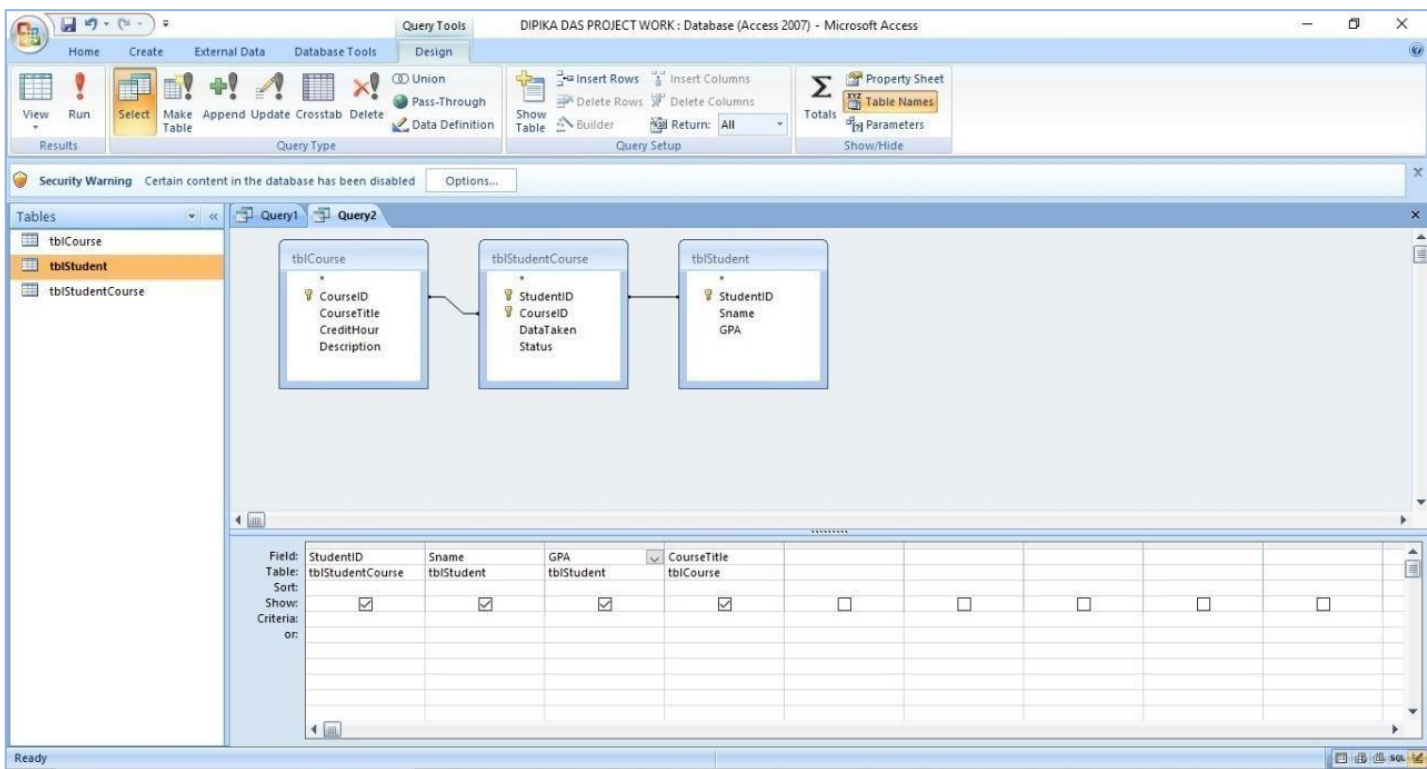


Figure 6.

✦ Create reports

- ✦ Click “Create” on the menu and then “Report Wizards”.
- ✦ Select the query you just generated and select all the fields.
- ✦ Follow the instructions to create your own report based on the query you just created: rptStudentCourse.