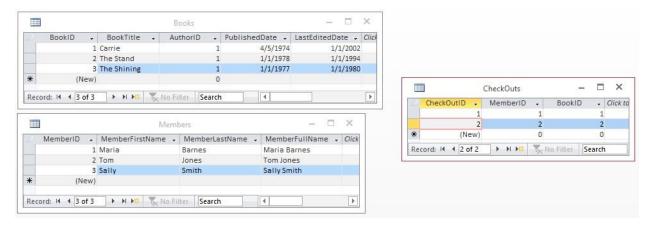
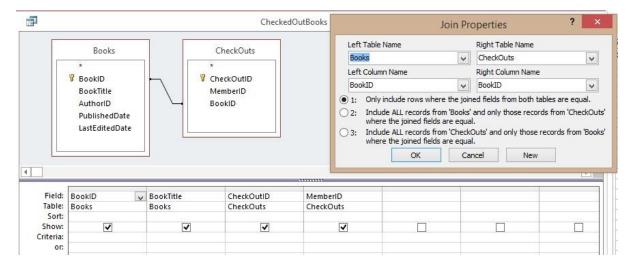
Microsoft Access Queries – Topic 2 Join Types

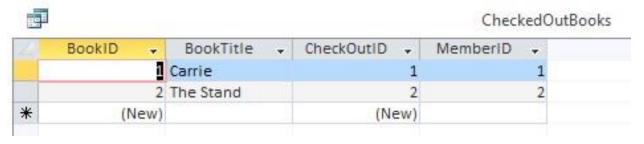
The most common type of JOIN in an Access Query is an INNER JOIN. Let's take for an example the 3 tables below Books, Members, and CheckOuts. In table CheckOuts we record both the MemberID checking out the book and the BookID checked out.



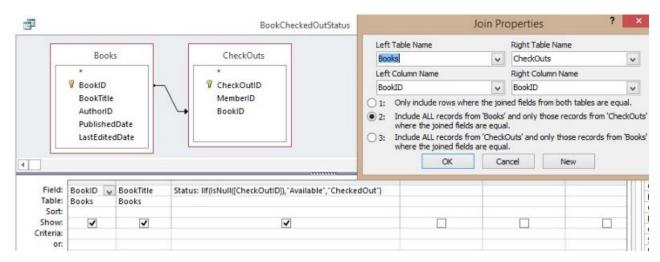
Now suppose you want to create a query to figure out who has what book checked out. This query is probably something you are used to. You add both table and then create a link between them by dragging the matching field from the first table to the second. Then you double click on the fields you want to show. What you may not realize is that once you have created the JOIN, you can edit the type by right clicking on the line connecting the 2 tables and selecting "Join Properties". Notice that in this (the default) JOIN "Only include rows where the joined fields from both tables are equal." Is selected.



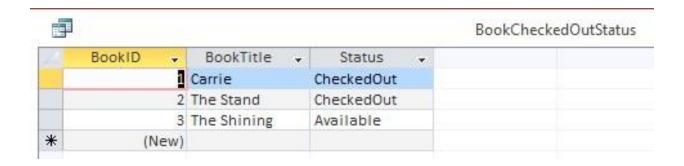
Your results, predictably are shown below. Notice that "The Shining" does not appear in the results because no one has it checked out.



Next suppose you want to create a query to figure out the status of books in your library. In this case you need to edit the default JOIN and choose "Include ALL records from [Table 1] and only those records from [Table 2] where the joined fields are equal." Notice the way the line ends in a point at Table 1 and an arrow at Table 2. This is called a LEFT JOIN.

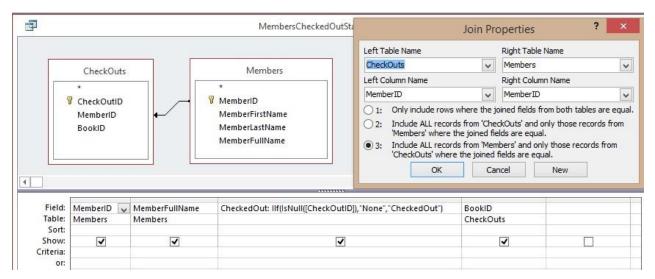


Your results are shown below. Notice that this time "The Shining" appears in the results with a Status of Available since no one has it checked out.



Finally suppose you want to create a query to figure out the status of members in your library. In this case you would remove the table Books, add the table Members, then edit the JOIN and choose "Include ALL records from [Table 2] and only those records from [Table 3] where the joined fields are equal."

Notice the way the line ends in an arrow at Table 1 and a point at Table 2. This is called a RIGHT JOIN.



Your results are shown below. Notice that all Members appear. Sally Smith shows that she has None checked out and the BookID she has checked out is blank.

